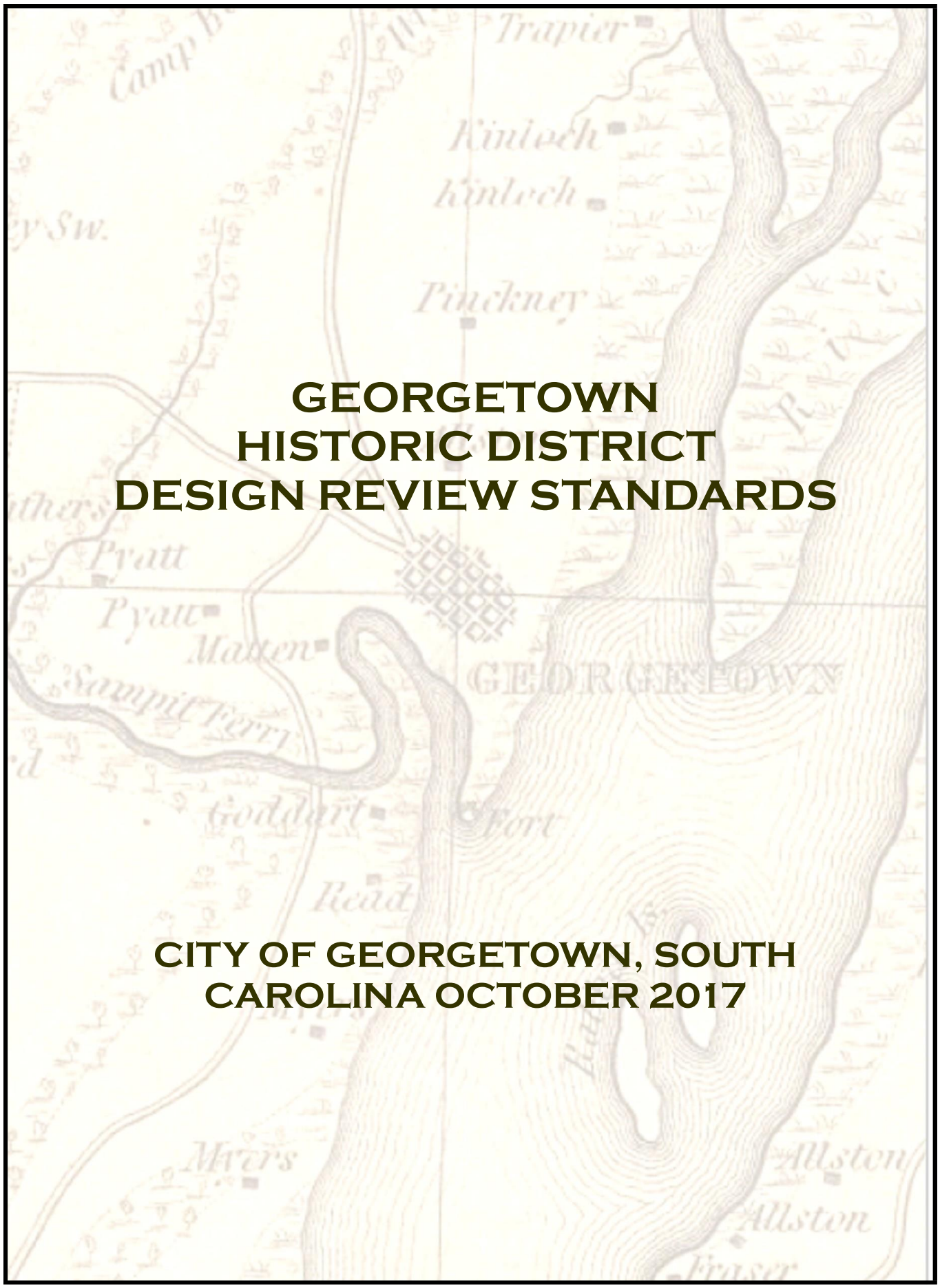

GEORGETOWN HISTORIC DISTRICT DESIGN REVIEW STANDARDS

CITY OF GEORGETOWN, SOUTH CAROLINA OCTOBER 2017

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CHAPTER 1: INTRODUCTION AND PURPOSE OF THIS MANUAL

Georgetown's Heritage—A Guiding Principle

Georgetown has a unique sense of place and an architectural legacy that stretches across centuries. The Georgetown Historic District and other older areas link present and future residents with the city's past and provides residents with a distinctive quality of life. Many of the city's buildings date to the 18th century and reflect the stewardship and care of generations. This heritage is one which Georgetown's citizens recognize as vital to protect, preserve, and enhance.

The protection and preservation of the city's heritage is a guiding principle for residents, businesses, and city leaders. This principle has been demonstrated over time through the passage of a historic preservation ordinance, creation of an Architectural Review Board, completion of historic studies and architectural surveys, and the publishing of a series of design guideline manuals. These actions not only recognize the importance of the city's historic resources for the enhancement of its residents but also the resulting economic benefits from increased property values, tourism, and tax revenue.

The city's commitment to its heritage supports these objectives:

- Preserve the architectural and historical character of the Georgetown Historic District and other significant areas.
- Encourage development that is compatible with the character of the city's historic resources.
- Conduct design review to assist property owners to be good stewards and utilize best practices for their properties.
- Recognize that historic preservation conserves resources and is part of a city's sustainability ethic.
- Promote the city's historic resources to encourage economic benefits through investment and tourism.

Benefits of Preserving Georgetown's Heritage

Historic preservation helps build and reinforce community character. Without a preservation ethic, Georgetown's character in ten or twenty years would be uncertain. Design review standards represent a framework for protecting the city's unique story and overseeing future evolution of its historic resources. Design standards give assurance to property owners that their investments will be protected.

Historic Preservation Promotes Quality of Life
Through historic buildings and landscape, a community differentiates itself from any other place. Historic buildings often house cultural amenities like museums, theaters, and libraries; however, most buildings and sites within a historic district are not distinct, but it is their collective sum that expresses the character of the historic district. The quality and condition of buildings and landscape reflects a community's self image; well-maintained and unique historic sections make a place more inviting to visitors and improve life for its residents.

Historic Buildings Often Last Longer than New Ones
Often, buildings constructed before the 1960s are superior in materials and construction than those built in the past 50 years. Pre-1960s buildings have greater sustainability and, after rehabilitation, may outlast new buildings.

Historic Preservation Supports Taxpayers' Investments
Georgetown has invested in infrastructure like sidewalks, lights, water and sewer lines, telephone and electrical service, gutters and curbs, and roads and streets. Maintaining existing neighborhoods and infrastructure instead of expanding outward lessens the pressure on Georgetown and its residents to expend more money, burn more gas, and develop more land. Allowing downtown and neighborhoods to decline is financially irresponsible. Commitment to revitalize and reuse historic neighborhoods is among local government's most effective acts of responsibility.

Historic Preservation Creates Jobs
Rehabilitation and revitalization projects create thousands of construction jobs annually, and historic preservation creates more jobs than new construction. In a typical new construction project, about half of the expenses are for labor and half for materials. In a rehabilitation initiative, between 60 and 70 percent of expenditures are usually for labor. Because labor is often local, the economic benefits of rehabilitation are more likely to stay within the community, benefitting workers and the local businesses where they spend their money. Supplies are also likely to be purchased locally for rehabilitation projects, whereas new construction typically bring in supplies from outside.

Historic Preservation Increases Property Values
Nationally, studies consistently illustrate that National Register listing benefits homeowners by increasing property values. Neighborhoods within National Register historic districts tend to have higher property values than adjoining neighborhoods not designated as historic, even with similar architecture and landscape. This benefit is especially pronounced where an overlay of historic district zoning and design review exist.

Historic Preservation Attracts Visitors to Cities and Towns

Heritage tourism, which focuses on historic areas and sites, is a rapidly growing segment of the tourism industry. Heritage tourists tend to linger and spend more than other types of tourists, bringing economic benefit to merchants in the communities they visit. Georgetown's historic architecture provides opportunities to enhance tourism by promoting rehabilitation that reinforces the city's history and sense of place.

Historic Preservation Benefits Property Owners

Design standards help to ensure that owners' investments in a historic area are protected from inappropriate new construction or remodeling. Because the value and character of each property is influenced by the actions of its neighbors, design review helps protect the overall value and character of a neighborhood by providing consistent and proven guidance for treatment of properties.

Historic Preservation Provides Financial Benefits

Property owners in the Georgetown Historic District may be eligible for federal and state tax credits for building rehabilitation projects as well as other financial incentives. Information on the available financial incentives is located in Appendix E.

Front Street's historic buildings are a center for tourists and shoppers in Georgetown.

Georgetown's Design Standards, Creation, and Development

Historic preservation is a major factor in the community and economic development of South Carolina's towns and cities. Charleston was the first city in the country to enact historic district zoning and dozens of communities across the state have followed its example. Historic preservation is now incorporated in most city and county planning efforts. The City of Georgetown created the Georgetown Historic District in an effort to safeguard its historical and architectural legacy. In doing so, the City recognized the importance of revitalizing the older residential and commercial areas of Georgetown as part of its economic goals. To further the goals of historic preservation, Georgetown enacted a Design Review Ordinance during the mid-1970s. The purpose of the ordinance is:

- To protect, preserve and enhance the distinctive architectural and cultural heritage of the City of Georgetown as part of the educational and patriotic heritage of future generations
- To promote the cultural, economic, and general welfare of the people of Georgetown
- To foster civic pride
- To encourage harmonious, orderly, and efficient growth and development of the City of Georgetown
- To strengthen the local economy, and
- To improve property values.

The aim of the ordinance is "that by encouraging a general harmony of style, form, proportion and material between buildings of historic design and those of contemporary design, the City's historic building district will continue to be a distinctive aspect of the City and will serve as visible reminders of the significant historical and cultural heritage of the City of Georgetown and the State of South Carolina."

The ordinance established a seven-member Board of Architectural Review (ARB). Included in the responsibilities of the ARB is the review of plans and applications for construction, demolition, and alterations within locally established historic districts. The ARB has the power to approve, approve with modifications, or deny approval for such applications in accordance with the adopted procedures and guidelines.

In 1986, the *Architectural Review Board Design Guidelines* manual was completed for the City of Georgetown. The manual included information on issues of design review for both residential and commercial areas within the City. The manual's guidelines were based on the *Secretary of the Interior's Standards for Rehabilitation* (see page 13).

Since the early 1980s, communities such as Georgetown have revised or enhanced their guidelines to clarify design issues and to provide updated information to property owners. The City of Georgetown published a set of guidelines specifically for the waterfront commercial area in 2003. The *Georgetown Waterfront Area Design Guidelines* provides design criteria which addresses issues within the commercial district along Front Street and adjacent streets.

Thereafter, the City of Georgetown, in association with the South Carolina Department of Archives and History, funded a revised manual for the city's historical residential district. The *Georgetown Residential Area Design Guideline Manual* published in 2004 provided specific criteria for appropriate rehabilitation work, new construction, and demolition in Georgetown's designated residential historic districts.

The current set of design standards was created in 2017 with assistance from the South Carolina Department of Archives and History. It was the desire of the city's ARB to combine the residential, commercial, and waterfront guidelines into one manual, to enhance the text and illustrations and to address design issues that have been at the forefront of the ARB's review. This manual blends information from the past design guideline efforts with input and direction from the ARB and Georgetown citizens. This manual is intended to provide specific design criteria and standards to ensure the preservation of Georgetown's unique heritage and character while promoting the livability and vitality of its designated historic districts.

The boundaries of the Georgetown Historic District were established by the 1971 National Register nomination form as follows: The Historic District is bounded on the north by the south side of Church Street (US 17), on the east by the west side of Meeting Street, on the south by the Sampit River, and on the west by the east side of Wood Street (see map on page 7). The 1971 National Register nomination and the boundaries of the Georgetown National Register Historic District along with the results of the 2000 Georgetown architectural survey also serve as the basis for the designated and administered Georgetown Historic District.

The ARB oversees rehabilitation, new construction, and demolition within the Historic District in accordance with national and state standards. The National Historic Preservation Act of 1966 established the National Register of Historic Places and State Historic Preservation Offices. The Secretary of the Department of Interior through the National Park Service (NPS) is responsible for establishing professional standards and for providing guidance on the preservation of the nation's historic properties. *The Secretary of the Interior's Standards for the Treatment of Historic Properties* apply to all grants-in-aid projects and are intended to be applied to buildings, structures, and districts. The *Standards* address four treatments: preservation, rehabilitation, restoration, and reconstruction. The treatment *Standards,* first developed in 1978, have been updated several times and the most recent version was published in 2017.

This updated version of the *Georgetown Design Standards Manual* is based upon previous manuals prepared for the ARB and has been funded partially by a grant from the NPS and administered through the State Historic Preservation Office, the South Carolina Department of Archives and History. On the local level, the City of Georgetown participates in the identification, registration, and protection of historic resources and the ARB serves as the governmental body responsible for this oversight role.

These Standards are based on the *Secretary of the Interior's Standards for Rehabilitation* which are incorporated herein by reference. For more information and situations not covered by these Standards, refer to the *Secretary of the Interior's Standards*. Users should also refer for guidance to the publications identified in the NPS Preservation Briefs (Appendix I), Sources of Information (Appendix N), and other authoritative resources.

Map of the Georgetown Historic District

Architectural Review Board Mission Statement

Protecting the physical and cultural assets of the Historic District, and the National Register classification, has significant economic benefits to the City of Georgetown, Georgetown County, and the state of South Carolina.

It is the responsibility and duty of the members of the ARB to identify and protect the overall character of Georgetown's Historic District and other resources that have been designated as historic by the City Council. It is also recognized that these historic resources belong to the entire community as part of our shared and collective heritage. The members of the ARB and City Staff acknowledge that the property owners and residents within the Historic District are fellow stewards of Georgetown's architectural and cultural history.

In keeping with the stewardship responsibilities and efforts to preserve the City's character, the ARB has established the following guiding principles and objectives:

1. Protect the unique character of the city's Historic Districts and resources.
2. Preserve the historic human scale, pedestrian orientation, and varied architectural character of the streetscapes.
3. Maintain the city's tree canopy and encourage traditional landscape features and plant palette.
4. Balance changes to accommodate modern living while respecting the historic and architectural integrity of structures.
5. Base decisions on the Design Standards and authoritative resources without regard to individual personal likes and dislikes.
6. Work collaboratively with property owners and help them be good stewards and achieve practical pragmatic economically viable solutions that meet owner needs while retaining the character, integrity, and viability of the Historic District.
7. Insure the review process is conducted in a timely manner and is a positive experience.
8. Promote the longevity of buildings through encouraging rehabilitation using available local, state, and federal financial incentives.
9. Promote the overall economic viability of the city through best practices of rehabilitation and new construction.

Properties Architectural Review Board Protects

The powers of the Architectural Review Board (ARB) are outlined in Article XVI of the Georgetown Zoning Code and the South Carolina Code of Laws Unannotated, Title 6, Chapter 29, Article 5, and summarized in these Standards in the section entitled "The Architectural Review Board and Its Duties" on page 11.

The ARB conducts design review within the Georgetown Historic District which was listed in the National Register of Historic Places in 1971. Listing in the National Register is an honorary designation and provides only limited protection of historic resources. In order to more fully preserve and maintain properties in the National Register district, a local historic overlay district and the ARB were established by the City government. The National Register Historic District and local overlay district have the same boundaries (see map on page 7).

The ARB plays an important oversight role in reviewing applications for rehabilitation, new construction, and demolition. The ARB has design approval authority to review all work proposed for a property. This includes all buildings, outbuildings, fences, walls, pergolas, gazebos, and above-grade landscaping features such as elevated plantings and berms. The ARB also works closely with the City staff in the Building and Planning Department in its day-to-day operations. Design approval authority without ARB review has been delegated to this office's City staff for improvements within the historic district that are at, or no more than, 10 inches above grade. City staff may also review all repairs and replacements with like-kind materials, except where materials that are no longer appropriate for the historic district are involved such as aluminum and vinyl siding, and T1-11 siding. Periodically, approval authority for other matters may be delegated to City staff. The City Building and Planning Department can advise whether your project can be approved by staff.

In the event of an emergency, any two of the head of the Building and Planning Department, the ARB Chair, and the ARB Vice-Chair may give temporary approval of repairs or replacements pending the next ARB meeting.

The ARB does not have review authority over a structure's interior arrangement or interior design or paint color. There is a separate City Sign Ordinance (Zoning Ordinance, Article X) that governs signage citywide. Otherwise, the ARB's design approval authority extends to all construction in the historic district, except streets and sidewalks which are owned by the City or the South Carolina Dept. of Transportation. This includes all properties regardless of age, design and contributing or non-contributing status. Although both contributing and non-contributing properties are subject to the same review criteria, in some instances it may be appropriate to apply less stringent criteria to non-contributing properties.

A key factor in applying design guidelines and standards to a property is whether it dates from a historic district's "period of significance." The period of significance is the time in which the area gained its architectural and historical importance. Typically, 50 years is considered the time that must pass before a property can be evaluated for historical or architectural significance. In addition, a property must also retain its essential architectural character or "integrity" from this period. The aspects of integrity include retaining original materials and workmanship, original design, the property's site and setting, and a property's feeling and association from its period of significance. Buildings which were constructed during the historic district's period of significance and retain integrity are considered "contributing" to the character of the district. Buildings which have lost integrity or were not built during the district's period of significance are considered "non-contributing."

Non-contributing buildings may still possess characteristics that make them important to overall district character. They may possess design elements such as scale, massing, setback, lot placement, and materials that have the potential to positively effect neighboring historic structures. A building's designation as non-contributing does not exclude it from the application of design review by the ARB. Each case will be evaluated on an individual basis to determine how the proposed work will impact the property, adjacent properties, the blockscape, streetscape, and neighborhood as a whole, and the historic district.

Restoration back to its original design of a building that has lost its contributing status due to alterations is strongly encouraged, and the ARB can provide guidance as requested.

The Georgetown Historic District was listed in the National Register of Historic Places in 1971, and its period of significance was defined as 1729 to 1921; it ended in 1921 because that was the year 50 years before of its listing. There are numerous notable examples of significant properties constructed after 1921 in the Georgetown Historic District. The *Georgetown Historic District Survey* completed by TRC Inc. in 2010 identified many additional structures that would be considered as contributing if the period of significance were extended to 1960, and TRC recommended that the City pursue amending the National Register nomination to do so. If done, it would allow many more properties in the Historic District to take advantage of state and federal tax incentives for rehabilitation and recognize the significance of this era in Georgetown's history.

There are two separate districts (the National Register historic district and the locally designated overlay historic district) with identical boundaries governed by these Standards. Therefore, when used in these Standards the term "**Historic District**" refers to and includes both historic districts, unless one or the other is specifically identified.

The City is not bound by the Georgetown National Register historic district's period of significance in its locally designated overlay historic district, and the ARB can require the use of contributing structure design review criteria for those properties which are 50 years old or older and have architectural or historic significance.

Architectural Review Board and Its Duties

In order to achieve the purpose of the city's National Register Historic District and to further historic preservation city-wide, the City of Georgetown created the Architectural Review Board (ARB). The Board consists of seven members appointed by the City Council and includes (1) a historian knowledgeable in local history, (2) a planner, (3) an archaeologist, (4) an architect, or if an architect is not available to serve, someone knowledgeable in building design and construction, (5) a resident of the Historic Buildings District, (6) a representative from the Core Commercial Buildings District, (7) a member of the Georgetown Historical Society. In the event an architect, historian, planner, and archaeologist are unavailable, then a resident of the Historic District and two at-large members shall be selected for these positions. All members appointed to serve on the ARB are residents of the City of Georgetown with the possible exception of the architect.

The ARB has powers and duties with respect to properties for which a Certificate of Appropriateness (COA) is a prerequisite to a building or demolition permit, or an application for a Historic Rehabilitation Tax Incentive Assessment. The following considerations fall under the purview of the ARB:

(1) application to demolish in whole or in part, remove, or alter the exterior architectural appearance of any existing structure; the ARB reviews the historic, architectural and aesthetic arrangement, composition or features of the structure, the relationship between such structures and the surrounding area, and its importance to the City;

(2) application for new construction including additions: the ARB reviews the character and appropriateness of the design, scale, texture, and materials of the structure in question, and the relationship of such design elements to similar features of structures in the surrounding area;

(3) the Board shall not consider interior arrangement or interior design; nor shall it make requirements except for the purpose of preventing developments which are not in harmony with the prevailing character of the Historic Buildings District or which are obviously incongruous with its character;

(4) the ARB may refuse to issue a Certificate of Appropriateness for the erection, reconstruction, alteration, demolition in whole or in part, or removal of any structure, sign, freestanding mailbox, newspaper receptacle, or other similar structure within the Historic Buildings District which in the opinion of the Board would be detrimental to the interests of the Historic Buildings District and against the public interest of the City of Georgetown;

(5) the Board shall use the design guidelines approved by City Council in reviewing requests; and,

(6) in its review under an application for the Historic Rehabilitation Tax Incentive Assessment, the Board and its chair shall have the powers and duties delegated in Article V, Chapter 21 (§21 80-84 Bailey Bill).

National Standards Followed by the ARB

Yes, the ARB follows the standards set forth in the Secretary of the Interior's Standards for Rehabilitation. These guidelines provide detailed information on best practices for rehabilitation and new construction, a document created in 1978 and revised in 2017. The Standards represent the ten basic principles for rehabilitating a historic building and its site, while allowing for reasonable changes to meet new needs. The Secretary of the Interior uses the Standards when reviewing projects involving federal funding or requiring federal licenses or permits. The Georgetown Standards expand on these general principles to provide guidance specific to the city's character.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. Avoid the removal of historic materials or alteration of features and spaces that characterize a property.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

How the Certificate of Appropriateness Process Works

If a building is within the Georgetown Historic District or any other designated district, and a property owner wants to make changes to the exterior of the property, the owner must first obtain a Certificate of Appropriateness and a building permit where applicable. A Certificate of Appropriateness (COA) is a form issued to ensure that the exterior work planned for a building's rehabilitation or new construction meets the criteria of the design Standards. A building permit is a separate form and type of review which ensures the structural soundness and safety of the building. The COA needs to be obtained in addition to the regular building permit and in some cases where a building permit is not required. A copy of the COA is located in Appendix C.

Step One - Does Your Work Require a COA?

Within the Georgetown Historic District a COA is generally required for the following:

- Any construction, alteration, demolition, or removal which requires a building or demolition permit such as construction of any additions to buildings, demolishing buildings, moving buildings, or demolishing any element (chimney, steps, etc.).
- Construction, alteration, demolition, or removal of structure(s) or appurtenances, any of which affect the exterior architectural appearance of a property but not requiring a building permit.
- Maintenance, such as painting surfaces for the first time or repair of porches, windows, doors, etc. if there is a change in materials. Repair of a porch, window, door, etc. would not require a COA if they are being replaced with like materials.

COAs are not required for:

- Minor maintenance such as replacing sections of wood siding or trim with identical materials (replacement in-kind), re-roofing with the same materials, etc.;
- Exterior paint colors;
- Installation of plant material (as opposed to above-grade planting structures/ features, which may require approval);
- Driveways and parking areas, and;
- Interior changes.

Step Two - Obtain and Complete a COA Application prior to beginning the work.

Property owners must first obtain a COA prior to the initiation of work within the Georgetown Historic District or other designated districts. Approvals are granted by the ARB through the issuance of a COA. Repairs and replacements with like-kind materials (except where certain non-natural materials such as aluminum, vinyl siding, and T1-11 are involved) typically do not require a COA an may be approved by City staff. The City's Building and Planning Department can advise whether your project can be approved by staff.

The ARB will make their decisions on COA applications based on the design Standards in this manual. The Standards are the basis the Board uses to determine the architectural compatibility of proposed changes. They also guide property owners on rehabilitation and appropriate new construction to assist in planning and designing their projects or other improvements. COA applications are available from the City's Building and Planning Department in City Hall.

Required documentation for a COA should include:

- For **new construction (including garages) or extensive renovation**, a complete set of plans and specifications are required for the project. Plans shall be drawn to scale and shall include a site plan showing all existing and proposed improvements. Specifications and/or samples of exterior materials need to be provided such as siding, roofing, doors, windows, and ornamentation.

- For **rehabilitation or repair**, detailed drawings are required of proposed modifications to the structure. Photographs of the existing building are required along with specifications and/or samples of exterior materials (such as siding, roofing, doors, windows, and ornamentation),

- For **fences**, scale drawings and a plat of the lot are required which show the proposed location of the fence, height, style, material, thickness, or spacing and what the fence will look like. Photographs of the property on which the fence is proposed and a plat of survey are also needed;

- For **signs**, scale drawings of the sign are required to show the size of the sign and its lettering. Drawings or photographs are also needed showing the sign location on the building or site. Color samples should also be submitted, and;

- For **demolition**, photographs of the building proposed for demolition are required along with a statement describing the reasons for demolition and proposed use of the site.

Step Three - Submit the COA Application and Meet With City Staff

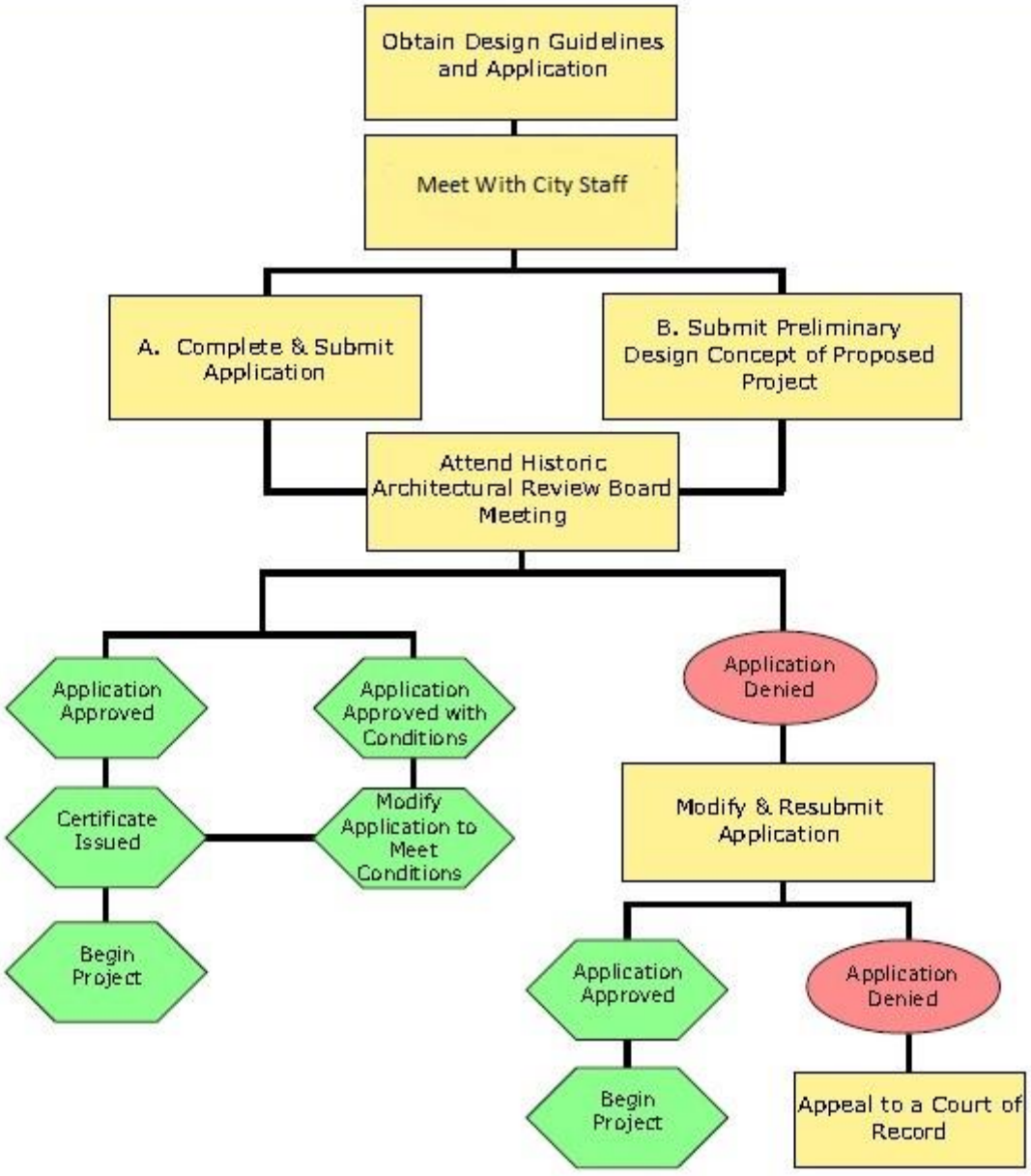
Once a property owner has completed a COA application form, a meeting with the city staff at the Building and Planning Department is recommended prior to presenting the COA to the ARB. The Building and Planning Department staff will meet with you to discuss your project, answer questions, and advise you on whether or not your plans meet the design Standards. If there is a conflict between your plans and the Standards, the staff can offer advice on how to modify them to meet the Standards.

Not all actions require ARB approval and a COA. Some actions do not require a COA and staff approval will be sufficient. For example, projects such as in-kind repair can be approved by staff. If you have questions as to whether ARB or staff approval is required, contact the Building and Planning Department.

If the work requires review by the ARB, the application will be scheduled for the next regular meeting of the ARB. Regular meetings of the ARB are typically held are on the first Monday of each month at 5:30 pm at City Hall. Applications for a COA shall be considered by the Board at its next regular meeting, provided they have been filed by the filing deadline, which is typically at least twelve (12) calendar days before the regularly scheduled meeting of the Board. Check with the Building and Planning Department, or on the City's website, to verify the deadline and next ARB meeting date and time. Upon approval, the staff issues the COA including a list of approved work.

- If a COA is denied to a property owner or if the property owner feels that the requirements are unsatisfactory, he or she may work with the ARB and staff to amend a project so that it meets the Standards. The ARB and the staff are available as a resource to residents for advice on appropriate designs and available products.

Design Review Process Flowchart



Design Review Process Flowchart

- If a COA is denied to a property owner, the ARB will consider substantial hardship and other factors that may affect an owner's ability to undertake and complete rehabilitation or other work considered. Substantial hardship, caused by unusual and compelling circumstances, is based on one or more of the following:

  - The property cannot reasonably be maintained in the manner dictated by the ordinance, or;

  - There are no other means of saving the property from deterioration or collapse.

- Appeals of ARB decisions may be made to the Courts of South Carolina pursuant to the South Carolina Code of Laws.

- If the ARB fails to take action upon any application within 45 days after the complete application is received, the application shall be considered approved, except in cases where the ARB has postponed an application to demolish a structure under the provisions contained in the Georgetown Zoning Ordinance.

Remember to Follow Other Requirements and Coordinate Your Work for Existing Historical and New Construction

In addition to the ARB's design review, property owners also need to follow requirements set forth in the city's zoning ordinance and building codes. There are standard building codes which will need to be followed by property owners or contractors. The city's Building and Planning Office can provide information on overall zoning and building code requirements. There may also be properties such as churches or commercial buildings which need to meet provisions of the Americans with Disabilities Act (ADA). These provisions outline methods to access buildings such as handicapped ramps. Again, questions about the city's zoning ordinance and codes can be answered by the Building and Planning Office of Georgetown (843-545-4017).

Step Four - Obtain a Building Permit
Building permits (if required) are available at the Building and Planning Office at City Hall. Building permits must be posted at the job site.

Step Five - Begin Work
If your plans change while work is in progress, contact the Building and Planning Office staff **BEFORE** undertaking a change or deviation from the Certificate of Appropriateness. Work undertaken contrary to original approval in a COA or beyond the scope of the COA requires approval from the ARB or City Staff. If a violation is discovered or reported, the following steps may be taken:

- The Building and Planning Office may issue a Stop Work Order. At this point the property owner should obtain COA approval of the work from the ARB. If the work does not meet the design standards, the ARB may require that the work be redone.

- If the property owner does not respond to the Stop Work Order, the Building and Planning Office may issue a citation for violating the ordinance. This will outline deadlines for responding. If the property owner still does not respond, the Building and Planning Office may issue a citation to appear in court.

How to Use This Manual

Property owners, real estate agents, developers, contractors, tenants, architects, and building designers should use these Standards when considering any project that will affect the exterior elements of a property in the Georgetown Historic District or any future designated districts. For any project that is subject to review by the ARB or staff, the applicant should refer to the Standards at the beginning of the planning process to avoid efforts that later may prove to be inappropriate and are ultimately rejected by the ARB.

The ARB will use these Standards in its review of proposed projects in the city's historic districts. In each case, a unique combination of circumstances and preservation variables will require the ARB to conduct its review and make its decision on the merits of the particular case. In making its determination of the appropriateness of a project, the ARB will determine whether:

- The proposed work complies with the criteria in the Standards.
- The integrity of the individual historic building or property is preserved.
- The integrity and overall character of the historic district is preserved.
- New buildings or additions are designed to be compatible with surrounding historic properties.

Each chapter of these Standards is organized to provide background information and specific regulatory principles and requirements. Each design guideline element is described with a broad policy statement followed by justification of this policy based on design principles. The information in the background, policy statement and specific itemized Standards all serve as the basis for ARB decisions.

There are three primary approaches to work in the Georgetown Historic District:

- **Maintenance**
  This refers to proper care and regular maintenance of a building as well as minor repairs in keeping with original design and materials. Typically regular maintenance will not require Staff or ARB review.

- **Staff Review**
  Many actions involving historic buildings can be reviewed directly by the Georgetown Building and Planning Department staff and can typically be reviewed in a brief period of time as long as such actions would not require review by the ARB and are consistent with the requirements contained in the Standards.

- **Architectural Review Board Review**
  Projects with greater complexity and more permanent effect on the historic district or property including extensive alterations to historic buildings, new construction, and requests for demolition are among the actions that require review by the ARB.

Property owners are encouraged to contact the Building and Planning Department staff if they have any questions concerning the need for a Certificate of Appropriateness and the level of review required for their specific project.

Guiding Principles

Historic preservation is a set of methods and treatments that can help you, as the owner of an older home or building, maintain the historic appearance of the house you live in and appreciate. The historic appearance of your home or building may be the first thing that drew you to it. Whenever you take steps to maintain the original appearance of your historic property, you are practicing historic preservation.

Historic preservation offers your community the means to retain its historic and architectural integrity. History has occurred, and still occurs, everywhere. The founding and development of Georgetown did not stop at some point in the past - it continues to unfold every day. The shared experience of people in the city contributes to its ever-evolving story. Georgetown's history is made tangible through its buildings, structures, and landscapes.

As the owner of an older home or building you might be wondering about remodeling your property in the context of historic preservation. Historic preservation's "best practices" recognize that buildings must evolve with the people who use them and with their changing needs. If you live or own property in the Georgetown Historic District, the ARB will only be reviewing exterior changes, not interior. It is the intent of design review to preserve the exterior while allowing the owner to remodel the interior as they desire. As you begin a remodeling project it is helpful to consider how to achieve the right balance between keeping or restoring original features while providing updates for modern living.

The most important character-defining features on a building is its public face, the one facing the street. Here you find the architectural details, porches, windows, and doors that especially define its style and character. These are the some of the most important qualities that make properties significant for their architectural character. Therefore, the emphasis of historic preservation and design review is to maintain the essential character of a building on its front, and readily visible side elevations. The ARB does not require any review of interior remodeling unless it has some visual effect to the exterior. If you seek to remodel your property and claim the state and federal tax credits for rehabilitation there could be review of your interior work. While there is a great deal of flexibility with interior remodeling, the guidelines for the tax credits may require preserving interior character-defining features such as staircases, pressed metal ceilings, original plaster walls, etc.

Whether you are buying an older building as an investment or to live in the rest of your life, it is wise to keep future resale in mind. When considering remodeling projects, aim to keep any work consistent with the style and character of the dwelling. Potential future buyers will be drawn to the historic quality of the home just as you were. Remodeling projects should use materials and designs in keeping with the historic character of the dwelling.

If you desire new living space, the Standards generally allow for additions on the backs or rear of buildings. Such additions are usually not readily visible from the street and can be designed to be both contemporary and complimentary to the original building. Rear additions are commonplace in our historic districts and allow for remodeling projects such as attached garages, porches, and outdoor decks.

Planning Your Project

Projects involving a historic structure or new construction within the Georgetown Historic District may include a variety of approaches, including maintenance, simple repairs, or adding additional commercial or living space. In understanding the history and architectural development of a structure and its use, its present condition and the actions necessary to complete your project, you can develop an overall approach. *The Secretary of the Interior's Standards* are based on the four types of projects:

Preservation: Keeping an existing structure in its current state by initiating a program of maintenance and repair.

Rehabilitation: Actions to return a structure to its original state by preserving features that contribute to its historic character. This can also include using appropriate in-kind or replacement materials, adaptive reuse and adding compatible additions. Most projects taken before the ARB would be considered rehabilitation.

Restoration: This process involves reconstructing the appearance of the structure as it looked from a particular period of time.

Reconstruction: Reconstruction is defined as the act or process of depicting by means of new construction the form, features and architectural character of a structure that no longer exists. This type of project typically involves replicating a historic structure to a particular point in time—often for interpretive purposes.

After the project approach has been identified, the property owner should refer to this manual and apply the design Standards in the initial stages of planning and design. The primary approach of the ARB and the design review Standards emphasizes preservation instead of removal/ replacement and the use of sustainable practices and materials where possible. These principles are demonstrated in the use of words such as *repair, retain, maintain, compatible* and *replace in-kind*. When planning a rehabilitation or new construction project, the ARB encourages property owners to consider a series of steps in their planning. This process will assist the property owner in completing the COA and facilitate project review by City staff and the ARB.

One—What Is the Significance of the Property?

What is the age of the property and how has it changed over time? Does the building contribute to the character of the historic district through its architectural design? The City staff and ARB can assist in determining if a property is contributing or non-contributing.

Two—What Is the Building's Condition and Integrity?

Very few historic buildings in Georgetown have not been changed or altered in some way. A building with historic and architectural integrity will retain most of its character defining features on its primary and secondary elevations that are visible from the street. A property's degree of integrity will help determine the desired outcome of the project.

Three—What Is the Intent of the Project?
Some projects may only require upgrades to interiors which are not reviewed by the ARB. Exterior changes may be limited to in-kind repair and replacement or involve entire structure rehabilitation. Projects may also involve adding living space to a historic structure.

Four—What Is the Proposed Project Treatment Plan?
An appropriate project treatment plan will result once the historical significance, integrity and project intent has been determined. A project may include a variety of actions such as maintenance of some elements, repair of deteriorated materials, replacement of deteriorated materials in-kind or replacement of deteriorated materials with compatible new materials, and construction of an addition or ancillary building.

When reviewing a property owner's proposed project treatment plan the ARB will be guided buy a series of principles as follows:

- Proposed projects should emphasize retaining, maintaining, preserving, and repairing original or historic features.

- If such features and elements cannot be retained, maintained, preserved, and repaired, then replacement in-kind is recommended. Replacement in-kind means that the new feature and element match the existing original, or historic in material, size, detail, profile, finish, and texture as closely as possible. Architectural details and materials can be documented through drawings, photographs, or physical evidence. Such documentation will aid in defining appropriate rehabilitation activities.

- If material replacement in-kind is not feasible or practical, the ARB may consider the use of appropriate alternative materials that match the original as closely as possible in texture, design, and overall appearance.

- Rehabilitation will be reviewed to determine the impact, compatibility, and appropriateness of the proposed work to the existing structures, site, streetscape, and district.

- Rehabilitation shall be compatible with the historic building or structure for which it is proposed. Compatible rehabilitation efforts are those that protect and retain significant architectural and features and elements of individual buildings and the district.

- New construction for primary buildings and outbuildings shall be compatible with adjacent buildings along the street and blockface in massing, scale, materials, and setback.

- Elevating or hardening buildings shall be with techniques that maintain the architectural character and integrity of the property as much as possible. Hardening a building entails adopting new technology, installing new equipment, and/or constructing protective barriers against disaster, such as flooding.

Terminology and Interpretation

Throughout the Standards a number of terms are frequently used to reflect the design principles that the ARB will consider when making decisions. These terms and their interpretation are as follows:

Appropriate
Where a feature, action or design choice relates to a new structure is stated to be "appropriate," by choosing the design approach referred to as "appropriate," the project will be in compliance with the Standards. Where a feature, action or design choice relates to an existing structure, whether such feature, action or design choice is appropriate is dependent on considerations and factors such as the era, design, and style of the structure to which the project relates, and the approach to rehabilitation. Sometimes a feature, "action" or design choice that is appropriate for one design or style is not appropriate for other designs and styles.

Available and Readily Available
The terms "available" and "readily available" mean products which can be purchased locally or on-line and craftsmen who are within the region.

Beyond Repair and Beyond Reasonable Repair
The terms "beyond repair" and "beyond reasonable repair" means deterioration has progressed to the point where repair is no longer an option for the building or feature. The burden of proof to demonstrate "beyond repair" will be the responsibility of the applicant.

Character
The term "character" means the attributes, qualities and features that make up and distinguish a particular place or development and give such a place a sense of definition, purpose, and uniqueness.

Compatible and Compatibility
The terms "compatible" and "compatibility" mean "appropriate." Compatibility also means the characteristics of different uses or activities that permit them to be located near each other in harmony and without conflict. Compatible actions reinforce the established rhythm of a streetscape, maintaining typical placement of buildings on their lots, and common features among the buildings, such as similar roof forms, materials, window and door sizes and placement, porch size and location, and foundation heights.

Financial Hardship
The term "financial hardship" refers to the definition in extract from city code Chapter 5—Buildings and Building Regulations, Article VII, Sec. 5-114 "Safeguards from Economic Hardship."

Inappropriate
In some cases, a stated feature, action, or design choice is stated to be "inappropriate." In such cases, by choosing the design approach referred to as "inappropriate," the project would not be in compliance with the Standards.

In-Kind and Like-Kind
The terms "in-kind" and "like-kind" when describing repairs or replacements mean that the new feature and element match the existing, original, or historic in material, size, detail, profile, finish, texture, and appearance as closely as possible, and when installed will not be easily distinguishable from the original upon close inspection; HOWEVER, in-kind replacement of inappropriate materials such as vinyl and aluminum siding and T1-11 is not appropriate and will not be approved.

May Be Considered
Use of the phrase "may be considered" indicates that the ARB has the discretion to determine if the feature, "action," or design choice being discussed is worthy of discussion and may be approvable. This decision is made on a case-by-case basis, using the information specifically related to the project, its context and other factors and considerations including those that follow. Whether such consideration is allowed will be based on factors and considerations that include but are not limited to:

- the age of the structure;
- contributing or non-contributing status;
- whether the TRC Survey identified the structure as one that would be contributing if the end of the period of significance were changed to 1960;
- whether the "action" would rehabilitate and restore a non-contributing structure that was contributing at one time back its to a potentially contributing status;
- compatibility with the design and style of the building;
- whether the result of the "action" will be visible;
- if the "action" involves alternative materials, whether the alternative material, when compared to readily available high quality in-kind replacement materials equals or exceeds the durability and expected life of the original material; matches the original in appearance, dimensions, and texture; when installed will not be easily distinguishable from the original upon close inspection; and if the original was painted, whether the substitute can be painted and will hold paint.

Preservation
The term "preservation" means the adaptive use, conservation, protection, reconstruction, restoration, rehabilitation, or stabilization of sites, buildings, districts, or structures significant to the heritage of Georgetown.

Recommended
The term "recommended" means suggested, but not mandatory actions outlined in the Standards.

Rehabilitation
The term "rehabilitation" means the act or process of making possible a compatible use for a property through repair, alterations, and additions, while preserving those portions or features which convey its historic, cultural, or architectural values.

Significant
The term "significant," when used with characteristics of historical or architectural resources, means those characteristics that are important to, or expressive of, the historical, architectural, or cultural quality and integrity of the resource and its setting, and includes, but is not limited to, building material, detail, height, mass, proportion, rhythm, scale, setback, setting, shape, street accessories, and workmanship.

Shall or Should
Where the terms "shall" or "should" are used, compliance is specifically required.

Standard
In this document the term "Standard" is a criterion with which the ARB will require compliance when it is found applicable to the specific feature, "action," or design choice, albeit a criterion that is subject to some interpretation when determining compliance.

Temporary
The term "temporary" is used to describe some features or items that are usually not permanently affixed and are easily removable (such as port-a-johns, construction sheds, trailers, storage pods, safety barriers and fences, etc.). Such features or items must be easily removable and not be permanently affixed, and must be promptly removed on or before the first occurring of project completion, expiration or the date the Certificate of Appropriateness or building permit expires.

Visible or Readily Visible
The terms "visible" or "readily visible" means easily visible from public streets and rights-of-way, including through parking lots and other open spaces. For properties on the south side of Front Street the meaning also includes easily visible from the Harbor Walk and the harbor.

Where Possible
The terms "where possible," "feasible," and similar terms mean if a compatible material, technology, or craftsmanship exists or can be replicated. Changing technology and environmental regulations may create a situation where the consistency and composition of a material can no longer be replicated precisely to the original period of construction. When a historic material cannot be authentically replicated to the original, the ARB may approve a similar product provided satisfactory evidence and supporting documentation that the product or rehabilitation approach is the closest available match in content and appearance. Such new materials must foremost meet the Building Code and will need verification that they will not cause structural or fabric harm to the historic building. Specifications and studies with photographs showing the proven performance level and maintenance on historic buildings must be presented to the ARB.

Will Be Considered
Use of the phrase "will be considered" indicates that the ARB will consider whether the feature or rehabilitation approach being discussed is appropriate on a case-by-case basis, using the information specifically related to the project, its context, and using the factors and considerations identified in the "may be considered" discussion above.

INTERPRETATION

Once commenced, all projects should be completed in an expeditious manner. If a project is commenced but not completed in a reasonable time and on or before the date the Certificate of Appropriateness or building permit expires, a formal extension approval must be obtained from the Building and Planning Department and/or ARB, as applicable.

Not all matters require ARB approval and a COA. Some matters do not require a COA and staff approval will be sufficient. Generally such matters will include in-kind repairs and other minor actions where no design issues exist and in those instances staff approval will be sufficient and ARB approval will not be required. From time to time the ARB in its sole discretion may approve exceptions from the strict requirements of these Standards based on militating factors particular to a specific property. If you have any questions as to whether ARB approval is required or staff approval will be sufficient, contact the Building and Planning Department.

Alternative Materials for Rehabilitation and New Construction

An alternative material is a material which differs from that used to create the original. Terms used to describe alternative materials also include "non-original," "imitation," "synthetic," "substitute," and "replacement." Where a historic feature is entirely missing, or damaged beyond repair, a visually identical and physically compatible alternative material may be considered by the ARB for contributing structures, and will be considered for non-contributing structures. Alternative materials may also be appropriate in the construction of new primary or ancillary buildings or additions.

When reviewing the appropriateness of alternative materials the ARB will consider the following:

Potential Impact to Architectural Character and Historical Significance. Removing and replacing historic material will generally diminish a building's historic integrity and retaining original or historic materials is always preferred. If an applicant proposes to remove historic material and replace it with an alternative material, the ARB will need to be convinced that this is necessary. The extent to which the feature is an important character defining feature will be considered in determining whether an alternative material is an acceptable substitute in lieu of other criteria.

Durability. The alternative material must be demonstrated to the ARB to have proven durability, longevity, and repairability.

Appearance. An alternative material shall have a similar profile, texture, detail, and finish as the historic material, so that the only aspect of the alternative material that varies from the original being replaced is the material itself. Products which have simulated wood graining or a bright sheen are generally incompatible with historic materials. Visual appearance on close inspection is a good baseline standard.

If a feature being replaced was historically made of painted wood, the replacement alternative material must be paintable, painted upon installation, and maintained as a painted feature, so that it appears like other painted wooded features on the exterior of the property and those properties around it. In some instances, such as windows with baked enamel finishes, unpainted alternative materials may be considered.

Location. The location of alternative materials is an important factor in their approval. Alternative materials are more appropriate for rear or non-readily visible side elevations than for primary elevations. The distance of alternative materials from the casual observer on the street or sidewalk is also important. An alternative material may be appropriate for roof cornices or other parts of a building where the material cannot be observed up close.

Sustainability. The sustainability of alternative materials may also be considered including assessing the amount of recycled product content, and use of non-renewable resources. A materials manufacturing process, transport, and ability to be recycled may also be considered.

Cost. The cost of an alternative material versus an in-kind historic material will also be considered. When evaluating alternative materials, include cost factors such as life cycle cost and payback over time. Front-end cost saving sometimes can be misleading.

Interaction with Historic Building Materials. Some alternative materials can interact negatively with historic materials. For example, some alternative siding or window materials may contract and expand differently than the historic material they replace and adversely affect weather-protection properties, and future appearance. Alternative materials age differently than original historic materials and the appearance of pre-finished and painted materials differ as they age, often substantially. Because of these realities, care must be taken and future differences in appearance taken into consideration when considering whether an alternative material can be used in close proximity to the original material it will be replacing. Some metals may corrode and stain adjacent materials.

In considering alternative materials, the ARB may review:

1. Samples of the material;
2. Product literature, including information on the expected lifespan, durability of the material, and long term life cycle costs;
3. Ability to accurately replicate the visual and aesthetic characteristics of the historic material in the specific application requested;
4. The level of detail, significance, and characteristics of the feature being replaced;
5. Ability to expand and contract with historic materials ; and,
6. Where economic hardship is a consideration, the cost of the alternative material relative to the original material.

The ARB may request a mock-up of the product installed in the requested location to determine how it will appear on site.

These Standards leave room for the further development and acceptance of alternative materials that meet the visual standards that are ultimately the most important aspect of rehabilitation and the retention of historic character. However, while the National Park Service guidelines recommend the replacement of entire character-defining features under certain well defined circumstances, they never recommend removal and replacement with an alternative material of a feature which, although deteriorated or damaged, could reasonably be repaired and thus preserved. Repair of deteriorated historic features is always the most appropriate treatment, followed by in-kind replacement.

CHAPTER 2: RESIDENTIAL PROPERTIES
1.0 MATERIALS–OVERVIEW

BACKGROUND

The proportion, shape, location, pattern, and size of exterior materials contribute significantly to the historic character of a building and help convey its style and period. Proper maintenance is key to preservation, and repair should occur promptly when deterioration is observed. In cases where materials are beyond repair, replace them with materials matching the original as closely as possible.

POLICY AND JUSTIFICATION

Character defining exterior materials should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. Materials such as masonry, wood siding, concrete, stucco, stone, and metal all contribute to the historic and architectural character of a building. If historic architectural materials are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary.

STANDARDS

1.1 Repair in-kind architectural features with materials, form, scale, and design which match the original.

1.2 Replace architectural materials which match the original as closely as possible in form, scale, and design.

1.3 Do not remove or alter original architectural materials from the building.

1.4 Do not add non-historic materials to a building. Added materials to a property must be accurately based on physical, pictorial, or historical evidence in scale, location, proportions, form, and detailing.

1.5 Do not cover or conceal original materials with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

1.6 The use of epoxies for wood repair and special masonry repair components may be appropriate.

1.7 The use of alternative materials may be considered in some circumstances.

RESIDENTIAL PROPERTIES
2.0 MATERIALS–BRICKWORK AND MASONRY

BACKGROUND

Brick construction was not widely used in Georgetown for residential construction until the early twentieth century. From 1910 to the 1950s, numerous dwellings were built with exteriors of brick veneer, especially for Bungalow and Tudor Revival style houses. Brick has also been an historical material for constructing chimneys and brick foundation piers. Stucco applied over brick was also popular. Masonry is used on cornices, pediments, lintels, sills, and decorative features as well as for wall surfaces. Color, texture, mortar joints, and patterns of the masonry define the overall character of a building.

POLICY AND JUSTIFICATION

The key to historic brick preservation is to keep out water and continue to use a soft mortar when repair is needed. Abrasive cleaning such as sandblasting erodes the skin of the brick and will not be approved. The use of hard mortars like Portland cement can cause the brick to crack and break when it can't expand and contract with the hot and cold weather. Low pressure water cleaning and the use of soft mortar mixes are best for Georgetown's brick buildings. Do not paint masonry which was previously unpainted.

STANDARDS

2.1 Repair and repoint masonry walls and features using the historic brick and an appropriate mortar mix. If the original composition can't be determined, use an approvable historic compound such as one part lime and two parts sand.

2.2 Clean masonry walls or features with detergent cleaners and using water pressure not exceeding 600 pounds per square inch.

2.3 Remove paint from masonry walls and features with appropriate chemical agents and professional contractors. A test patch should be conducted first to ensure that no etching or staining of the brick will occur.

2.4 No abrasive cleaning such as sandblasting will be permitted in the historic district.

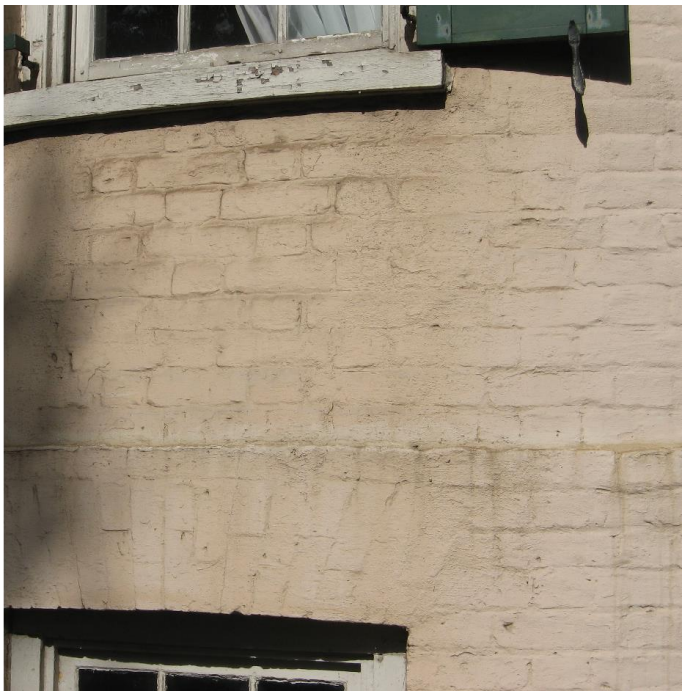
2.5 Do not cover masonry with silicone-based water sealants. Water sealants can have the affect of trapping water on the interior of the building and not allow the brick to expand and contract properly.

2.6 Masonry that has never been painted should not be painted unless the brick and mortar is extremely mismatched from earlier repairs or patching. Painting previously sandblasted brick or brick in poor condition to provide a sealing coat may be considered.

2.7 Do not apply stucco to brickwork unless stucco was a historic application that has become deteriorated.

2.8 For masonry needing repair, hand tools are recommended over electric power saws.

2.9 Missing bricks should be replaced with bricks to match as closely as possible. Salvage companies may have molded or decorative bricks to match those missing on a dwelling.



Historic masonry walls in Georgetown have both painted and unpainted surfaces. Care should be taken that the paint used on exterior masonry is sufficiently permeable for brick expansion and contraction. (1019 Front Street).

<u>TechnicalInformation</u>
NPS Preservation Brief #1
Assessing Cleaning and Water Repellent Treatments for Historic Masonry Buildings
Www.nps.gov.history/hps/tps/briefs/brief1.htm

NPS Preservation Brief #2
Repointing Mortar Joints in Historic Masonry Buildings
Www.nps.gov.history/hps/tps/briefs/brief2.htm

NPS Preservation Brief #6
Dangers of Abrasive Cleaning to Historic Buildings
Www.nps.gov.history/hps/tps/briefs/brief6.htm

RESIDENTIAL PROPERTIES
3.0 MATERIALS–CONCRETE AND STUCCO

BACKGROUND

The dwellings in the Georgetown Historic District are largely composed of frame construction but houses with stucco exteriors are also located on many streets. Stucco is a type of exterior plaster and historically was used on brick buildings to seal masonry or scored to resemble stone. During the early 20th century stucco was also placed over wood or metal lathe as an exterior wall surface. The use of concrete block became popular after 1900 as a foundation and exterior wall material. Several homes in the historic district display exteriors of rock-faced concrete block and both rock-faced and smooth concrete block were widely used for foundations. Foundations of poured concrete were common during this period as well.

POLICY AND JUSTIFICATION

Original stucco and concrete surfaces should be repaired as needed and maintained. The original texture of the stucco and concrete should be replicated when repair or replacement is needed. The replacement of stucco with an Exterior Insulation Finishing System (EIFS) is not appropriate for historic dwellings since the material does not resemble stucco and is prone to water damage.

STANDARDS

3.1 Repair concrete walls and features using compatible materials and a stucco mix which is similar in strength, composition, texture, and color.

3.2 Clean stucco and concrete using the most gentle means possible such as low-pressure water wash and a soft bristle brush.

3.3 Remove paint from stucco and concrete with appropriate chemical agents and professional contractors. A test patch should be conducted first to ensure that no etching or staining of the wall surfaces will occur.

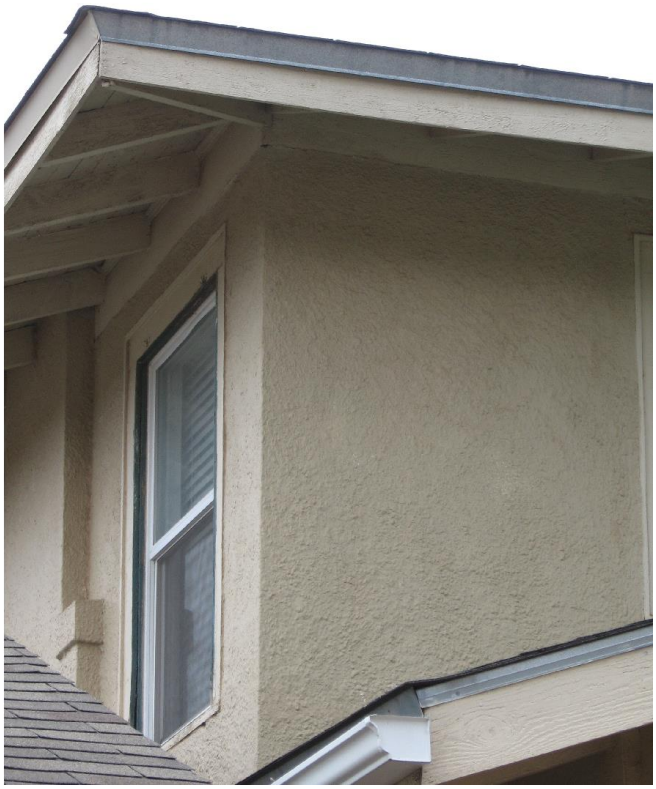
3.4 Painting previously painted stucco and concrete walls and features may be appropriate.

3.5 Do not remove historic stucco surfaces from masonry walls unless more than 50 percent of the stucco has lost its bond with the masonry behind it.

3.6 Original rock-faced or textured concrete block should be repaired with materials to match as closely as possible in dimensions, design, and texture.

3.7 The replacement of stucco with a surface of Exterior Insulation Finishing System (EIFS) is not approvable in the historic district.

Rock-faced concrete block masonry wall surface at 116 St. James Street.



Stucco was used for a wide variety of surface textures for historic dwellings.

<u>TechnicalInformation</u>
NPS Preservation Brief #15
Preservation of Historic Concrete
Www.nps.gov.history/hps/tps/briefs/brief15.htm

<u>TechnicalInformation</u>
NPS Preservation Brief #22
The Preservation and Repair of Historic Stucco
Www.nps.gov.history/hps/tps/briefs/brief22.htm

RESIDENTIAL PROPERTIES
4.0 MATERIALS–SIDING

BACKGROUND

Georgetown's historic dwellings are distinguished by their variety of wood siding materials and these materials are an essential component in defining a dwelling's architectural character. Many dwellings from the 18th century have a distinctive beaded siding and 19th century dwellings display clapboard, weatherboard, drop, and board and batten siding materials. Wood was also used to mill many of the historic district's architectural details and features such as porches, wall shingles and eave decoration. Georgetown's prominence as a lumber town for much of its history provided inexpensive wood products which dominated building construction. During the 1930s the use of asbestos shingles was introduced as an exterior wall material for a variety of house styles.

POLICY AND JUSTIFICATION

Original wood siding materials should be preserved and maintained. Removal and replacement of original wood siding materials will not be approved unless it can be demonstrated that the siding is beyond repair. If replacement is required it should be with materials to match the original as closely as possible. For contributing buildings, alternative materials may be considered for non-visible elevations. For non-contributing buildings, alternative materials may be considered for all elevations. The concealment of original wood siding materials with vinyl, aluminum, or other synthetic sidings is not approvable. These materials do not successfully imitate the appearance of historic original wood siding. Synthetic materials also are not "breathable" and may cause condensation and damage to the original siding beneath. Asbestos shingle siding is not hazardous as long as it is kept painted and encapsulated. If an owner is concerned about the potential hazard of the asbestos shingles they may be removed and replaced with appropriate alternative materials which match the original shingles as closely as possible.

STANDARDS

4.1 Repair historic wood siding and wood elements with in-kind materials.

4.2 Replace historic wood siding and wood elements with in-kind materials.

4.3 Repair or replace non-historic siding materials with similar or compatible materials.

4.4 Wood siding and wood details original to a dwelling should be repaired rather than replaced. Original wood siding should be replaced only if it can be demonstrated that the siding is beyond repair.

4.5 Replacement of original wood siding with alternative materials may be considered if consistent with the ARB's overall approach to alternative materials outlined on page 24.

4.6 Wood shingles should be repaired rather than replaced. If replacement is necessary due to deterioration, the new shingles should be in-kind.

4.7 Wood siding, shingles, and other exterior wood materials shall not be concealed beneath artificial or synthetic sidings. The application of materials such as vinyl or aluminum over original wood siding is not approvable.

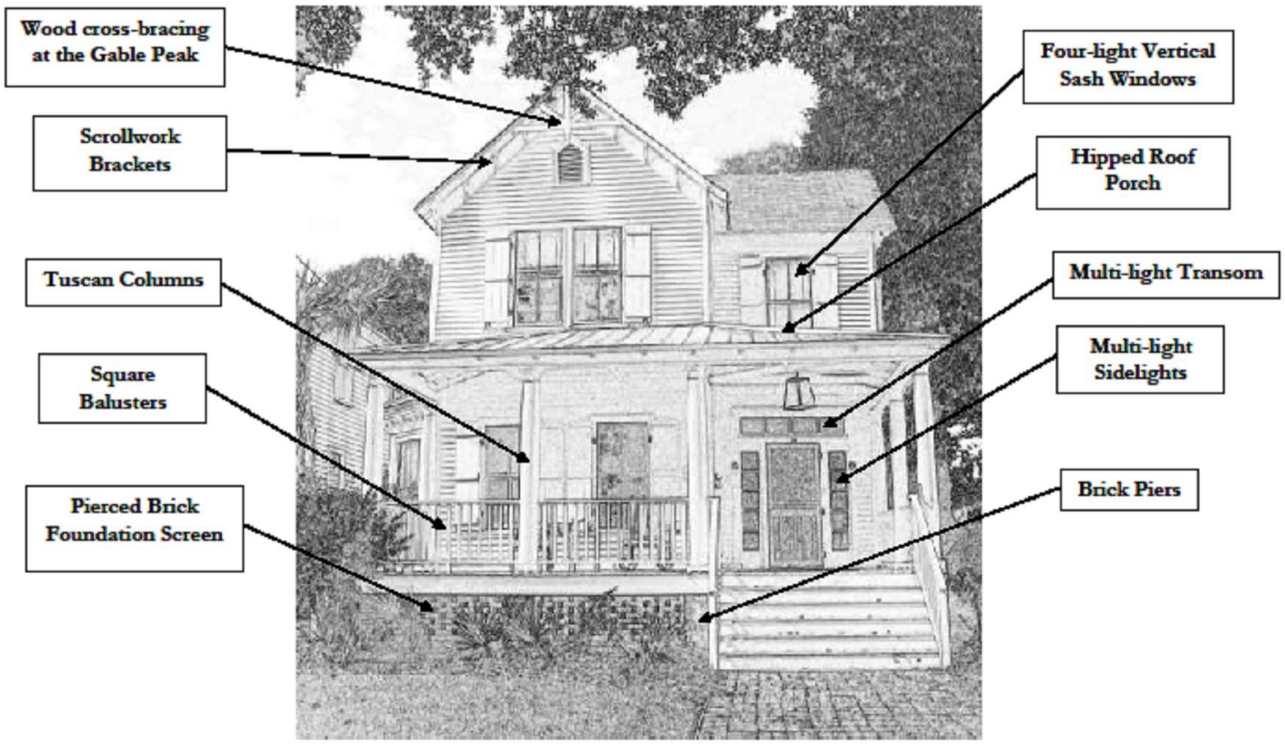
4.8 Wood siding should be maintained through regular painting but when paint removal becomes necessary, it should be done by scraping, heat (heat guns and plates), or chemical methods, never through sandblasting or other abrasive methods. The use of circular grinders or sanders should not be used to remove paint.

4.9 Asbestos shingles which are original to a dwelling should be kept stained or painted. If individual shingles are missing or cracked, matching new shingles of cement-wood material or fiberglass are appropriate for replacement or repair.

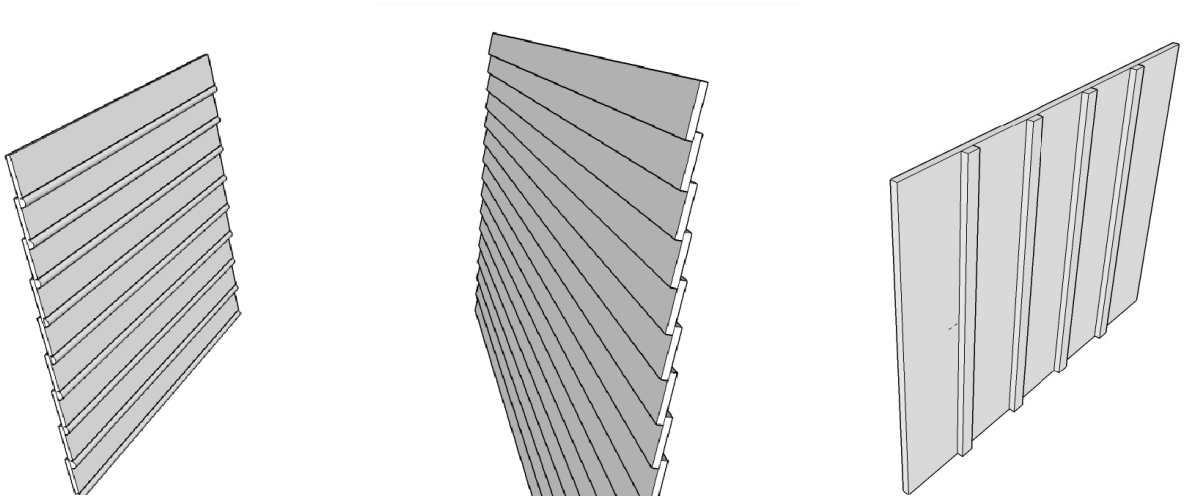
4.10 Asbestos shingles which conceal the original wood siding exterior may be removed and the original wood siding restored. Removal will require qualified professionals with disposal meeting hazardous material requirements.

Beaded siding from the eighteenth and early nineteenth centuries are significant features of these Georgetown dwellings (left, 405 Front Street, middle, 421 Prince Street, right, 614 Prince Street).

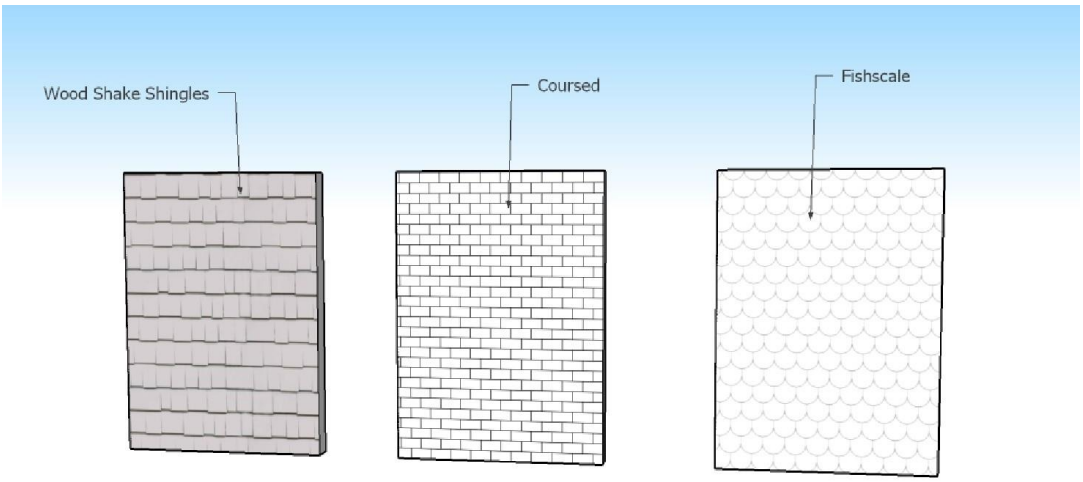
Asbestos shingles were applied in the mid-20th century over wood siding on several houses in the historic district such as the ca. 1905 dwelling at 416 Front Street.



The ca. 1915 dwelling at 125 Broad Street displays architectural features that are found on houses built in the late 19th and early 20th centuries.



The most common wood siding materials in the Georgetown Historic District are beaded siding (left), weather-board (center), and board and batten (right).



Common wood shingle designs in Georgetown.

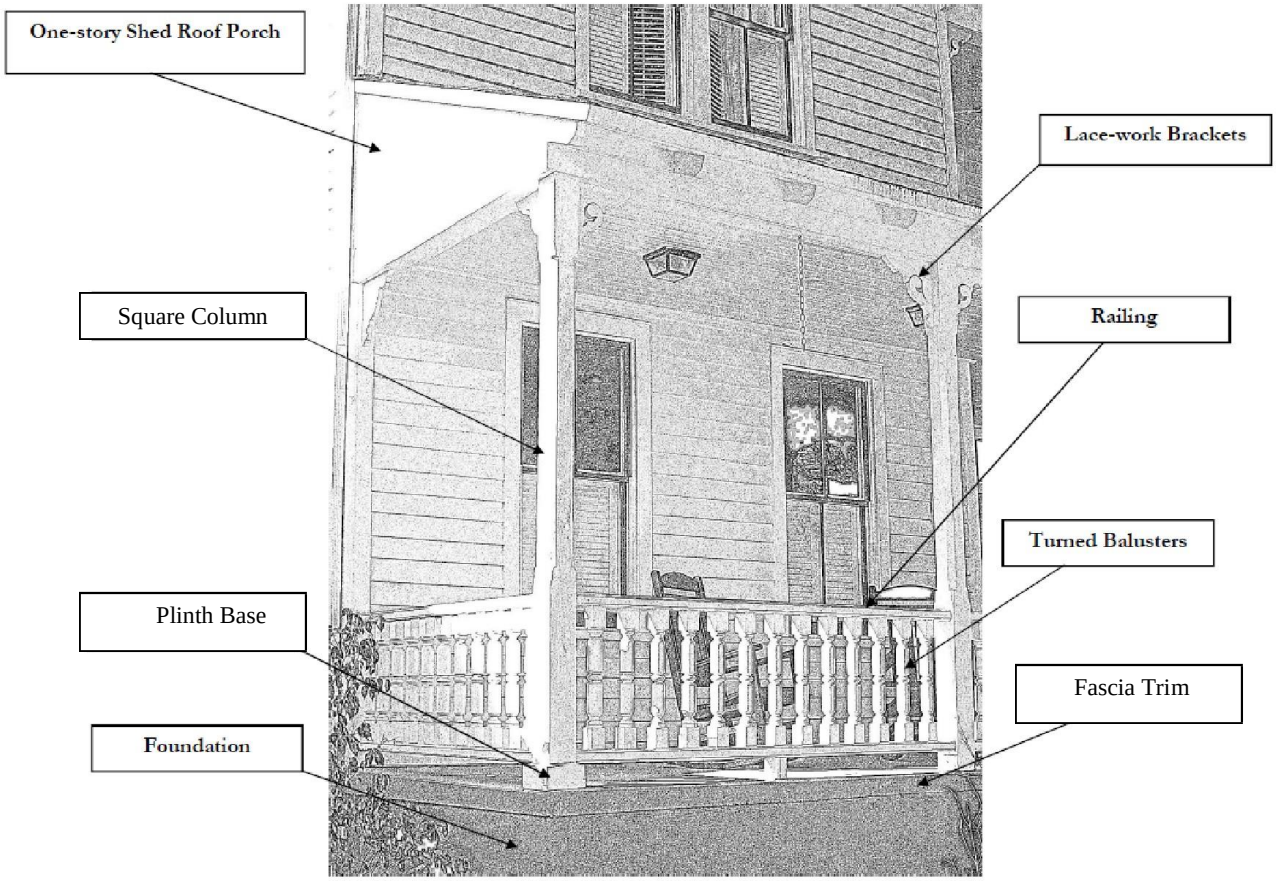


Illustration of typical porch details, 727 Prince Street.

CHAPTER 3: RESIDENTIAL PROPERTIES
5.0 DETAILS–ARCHITECTURAL FEATURES

BACKGROUND

The proportion, shape, location, pattern, and size of architectural features and ornamentation contributes significantly to the historic character of a building and helps convey its style and period. Proper maintenance is key to preservation, and repair should occur promptly when deterioration is observed. In cases where materials are beyond repair, replace them with materials matching the original.

POLICY AND JUSTIFICATION

Character defining features and details should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. Ornamentation such as eave brackets, dentils, cornices, moldings, trimwork, and shingles all contribute to the historic and architectural character of a building. If historic architectural features are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary.

STANDARDS

5.1 Repair in-kind architectural features with materials, form, scale, and design which match the original.

5.2 Replace architectural features which match the original as closely as possible in materials, form, scale, and design.

5.3 Do not remove or alter original architectural features or ornamentation from the dwelling.

5.4 Do not add inauthentic details to the dwelling. Added architectural features to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.

5.5 Do not cover or conceal architectural features with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

5.6 Alternative materials may be considered if deterioration is ongoing due to flawed architectural design and for non-contributing structures.

Architectural details such as the gable decoration on the porch at 906 Prince Street (above) and the eave brackets at 621 Prince Street (below) are essential components of the dwelling's style and should not be removed or concealed.

RESIDENTIAL PROPERTIES
6.0 DETAILS–AWNINGS

BACKGROUND

Canvas or fabric awnings were once common to provide shade for entrances, porches, and windows, especially on a sun-exposed elevation. Awnings declined in use after the mid-20th century when air conditioning units became widely available. Awnings are once again becoming popular to assist with energy conservation.

POLICY AND JUSTIFICATION

The installation of awnings is appropriate as long as they are correctly sized to the opening and of fabric or canvas materials. While metal awnings became used in the mid-20th century these are not appropriate on primary or readily visible side elevations. However, metal awnings may be added on rear elevations or those not readily visible. The installation of awnings should be with the least amount of anchor hardware possible to minimize damage to historic materials and be as reversible as possible. Awnings are historically appropriate for the district and can add a design element to a dwelling as well as assist in energy conservation.

STANDARDS

6.1 Install awnings of appropriate materials, design, and dimensions.

6.2 Repair existing awnings with in-kind materials.

6.3 Replace awnings with appropriate materials, design, and dimensions.

6.4 Awnings may be added on dwellings at traditional locations such as over windows and doors and attached to porches.

6.5 Awnings should be of canvas, vinyl-coated, or acrylic material.

6.6 Awnings should not cover or conceal significant architectural details.

6.7 Awnings should be of colors to compliment the building.

6.8 Awnings should fit the opening—rectangular window and door openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have curved awnings to match the opening.

6.9 Metal awnings may be added on rear or non-readily visible side elevations.

6.10 Awning installation should be with the least amount of anchor hardware possible and be readily reversible if removed.

These examples of appropriate porch awnings are of shed design and of canvas material. They fit the porch opening and do not conceal architectural details.

These examples of appropriate window awnings are of canvas material and of shed design. The awning pictured above left is designed to cover paired connecting windows while the other is correctly sized to the window opening.

<u>TechnicalInformation</u>
NPS Preservation Brief #44
The Use of Awnings on Historic Buildings: Repair, Replacement and New Design
www.nps.gov.history/hps/tps/briefs/brief44.htm

RESIDENTIAL PROPERTIES
7.0 DETAILS–CHIMNEYS

BACKGROUND

Chimneys often feature decorative brickwork or designs that contribute to a building's architectural character. On 18th and 19th century homes there may be decorative courses at the top of the chimney known as corbelling. For some Tudor Revival and Craftsman/Bungalow dwellings of the 20th century, the placement and design of chimneys is important to their style. Chimneys should be maintained and preserved in accordance with the brick and mortar Standards 2.0.

POLICY AND JUSTIFICATION

Preserve and maintain historic chimneys, as they help convey the architectural style and period of the dwelling. Removal of an original chimney which is readily visible detracts from the overall historic feeling of the building and will not be approved. Repair damaged chimneys following the Standards for masonry. Rebuild a missing or deteriorated chimney using historical documentation, or in similar design to chimneys on dwellings of similar style and period.

STANDARDS

7.1 Repoint and cleaning brick chimneys according to the masonry Standards.

7.2 Do not remove or alter original chimneys on primary façades or readily visible rooflines. Do not remove chimneys above the roofline.

7.3 Do not cover brick chimneys with stucco unless the chimney was covered with stucco during its period of significance and requires re-application.

7.4 If chimneys have been extensively repointed resulting in mismatched colors and textures, painting will be considered.

7.5 Chimneys should have clay, slate, brick, or stone caps. The use of the metal caps is discouraged unless they fit right in the top of the chimney and are not readily visible.

7.6 Small brick chimneys or flues on rear elevations or side elevations not visible may be considered for removal if necessary due to deteriorated condition or re-roofing. Removal of small metal flues and chimneys will be considered.

Chimneys may be significant features of a dwelling's design such as the prominent chimney on the Tudor Revival style house at 319 St. James Street.

The brick chimney at 903 Highmarket Street has a corbelled brick design which should be preserved and maintained and not concealed beneath other materials.

RESIDENTIAL PROPERTIES
8.0 DETAILS–DOORS AND ENTRANCES

BACKGROUND

Doors and door surrounds are significant features in defining the style and character of a dwelling. Most dwellings in Georgetown retain their original paneled wood doors or glass and wood doors. Many doors also have details such as transoms, sidelights, and/or decorative surrounds.

The installation of security and/or storm doors to entrances may be desired for home protection or energy conservation. Historically, louvered wood doors in front of the main door provided additional security but few of these doors remain extant. Storm doors are a modern approach to energy conservation and assist in reducing heating and cooling costs.

POLICY AND JUSTIFICATION

Preserve historic façade entrance elements including original doors, surrounds, sidelights, and transoms whenever possible. If historic doors or entrance components are damaged, replacement should be as limited as possible. Use in-kind materials when replacement is necessary. The addition of wood screen doors is appropriate as long as the framing is minimal and the historic door can be viewed behind it. Retaining original entrances and their decorative elements is an important part of preserving a dwelling's character.

The installation of security doors on primary facades may be appropriate if they have minimal framework, are of full-view design and allow the visibility of the historic door behind it. Security doors which have extensive frame or grill work should only be added to entrances at rear or non-readily visible side elevations. Storm doors are also appropriate for front facades if they are of full-view design and allow the visibility of the historic door behind it. Storm doors should be of baked-enamel aluminum or wood and in a color that blends with the door frame and is as unobtrusive as possible.

STANDARDS

8.1 Repair original doors and entrance elements with materials which match the existing.

8.2 Where repair is not possible, replace with a new door or entrance elements in-kind with similar materials, profile, and dimensions.

8.3 Do not remove or alter historic entrances, their doors, surrounds, sidelights, transoms, or detailing. Repair and reuse original hardware as long as possible.

8.4 Do not replace existing door trim or surrounds with trim that represents a different house style or design.

8.5 Where original doors have been removed, replace them with an appropriately styled door for the dwelling. The new door should be based on doors of similar age and architectural style in the district. If the original design is unknown, a secondary entrance may contain an original door that can be moved to the main entrance. Salvage companies may also have historic doors available.

8.6 The addition of a new entrance to meet life and safety codes should be sited at rear or side elevations that are not readily visible.

8.7 Entrances on primary facades may have added screen doors of appropriate design. Screen doors should be appropriate to the style of the house.

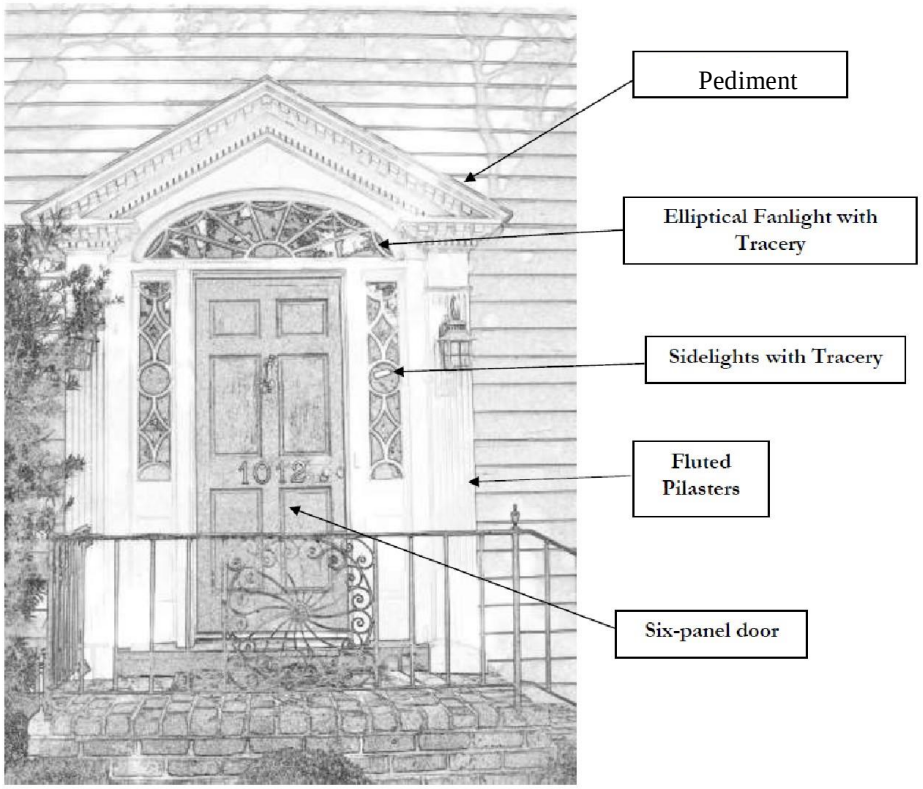
8.8 The design of added screen doors should have minimal framing (i.e., full-view or two-panel) to allow the viewing of the original door behind it.

8.9 Repair security or storm doors with materials that match the existing.

8.10 Install a storm door on the primary façade entrance only if full-view design, of baked-enamel aluminum or wood, and in a color compatible with the door frame and dwelling.

8.11 The use of anodized aluminum for security and storm doors is not appropriate for primary entrances on main façades but may be added at rear or side elevations not readily visible.

8.12 Replace or install a security door on a rear entrance or side entrance not readily visible.

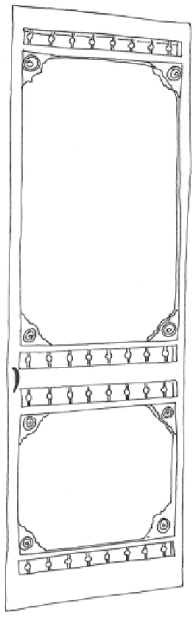


The dwelling at 1012 Front Street displays an intact Federal style doorway which has features and details common to many homes in Georgetown.



Many of the oldest dwellings in the historic district display original six-panel wood doors and transoms such as at 405 Front Street (above). By the late 19th century, common door designs included single-light glass and wood doors such as at 116 St. James Street (above center) and entrances with decorative sidelights and transoms as at 727 Prince Street (above right).





Preserving historic screen doors is appropriate and encouraged (left, 721 Prince Street). The installation of new wood screen doors is appropriate as long as they have minimal framing or are full-view such as the center design. The addition of Victorian-era screen doors (right) would also be appropriate for many Georgetown dwellings.

Examples of appropriate full-view storm doors which allow the viewing of the historic doors behind them. At left, 620 Prince Street, at right, 315 Front Street, and below, 310 Front Street.

RESIDENTIAL PROPERTIES
9.0 DETAILS–FOUNDATIONS

BACKGROUND

Most 18th and 19th century dwellings in Georgetown have foundations of brick or brick piers. In some cases these foundations were of solid brick with vent openings while others had wood or brick lattice panels between piers. By the early 20th century, foundation materials varied with poured concrete or concrete block widely used. The foundation materials and their designs are important components in the style and design of a dwelling.

POLICY AND JUSTIFICATION

The pattern, materials, and dimensions of original foundations contribute to the historic character of a building and help convey the style and period of the building. Proper maintenance is key to preservation, and repair should occur promptly when deterioration is observed. In cases where materials are beyond repair, replace them with material matching the original. Original foundations should not be concealed beneath added materials.

STANDARDS

9.1 Repair masonry foundations with materials to match the original.

9.2 Replace masonry features with materials to match the original as closely as possible.

9.3 Repaint previously painted masonry foundations.

9.4 Repoint masonry with an appropriate mortar mix which closely resembles the original mortar composition.

9.5 Repair frame lattice panels between brick piers and replacement of lattice panels in keeping with traditional designs.

9.6 Foundations of brick piers should be left open or be filled in with traditional materials, such as wood lattice framed panels or brick lattice panels. Frame lattice panels should be set back from the fronts of the piers by at least 2 inches. If brick lattice panels are used, the brick should be similar in color, texture and mortar joint profile as the original brick piers. Where wood lattice panels contact dirt at base, synthetic lattice materials may be considered.

9.7 Do not conceal or enclose foundations with concrete block, plywood panels, corrugated metal, or wood shingles.

9.8 Foundations should not be painted or stuccoed but these treatments may be considered if the brick and/or mortar is mismatched or inappropriately repaired.

Many dwellings in the historic district have brick foundations with wood vent openings and painted surfaces (417 Prince Street).

The use of pierced brick lattice panels for foundations is also common in the historic district (622 Highmarket Street).

Wood lattice appropriately placed within the brick piers of the foundation at 605 Prince Street.

These lattice panels are appropriately placed between the stuccoed brick piers at 108 Screven Street.

Replacing original foundation materials with modern split-face concrete block (left) is not appropriate for historic dwellings.

RESIDENTIAL PROPERTIES
10.0 DETAILS–GUTTERS AND DOWNSPOUTS

BACKGROUND

Most of Georgetown's 18th and early 19th century dwellings were built without any type of gutter or downspout. Those which were available would have been made from dense woods such as cedar or molded metal panels. More ornate homes sometimes had "box gutters" which are literally metal-lined wooden boxes built into the eaves of a house. They are lined with lead, tin, or copper and channel water to a metal flange at the end of the gutter trough and into a downspout. By the late 19th century, wood and metal gutters became more widespread and half-round designs were widely used. Today, "K" crimped or "ogee" gutters are also widely available.

POLICY AND JUSTIFICATION

Gutters and downspouts are essential to protecting a home from the effects of rain and water. They collect and move water away from the building's foundation. While their presence is functional, they can have aesthetic value through material or color, such as copper installations that take on a green patina over time or examples intentionally matched to trim color of the dwelling. Original boxed gutters on a property should be preserved and maintained. Existing gutters should be regularly cleaned and maintained. If new gutters are required, half-round designs are the most historically accurate. If not readily available, "K" or ogee design gutters of aluminum will also be considered.

STANDARDS

10.1 Repair existing gutters and downspouts.

10.2 Replace existing gutters and downspouts or installation of new gutters and downspouts. These replacements or additions should be installed with minimal hardware and damage to historic fabric.

10.3 Box gutters original to a dwelling should be preserved and repaired as needed with new materials to match as closely as possible.

10.4 Downspouts should be located on dwellings at unobtrusive locations and concealed where possible behind porch columns and building corners.

10.5 Gutters and downspouts should be of colors that blend with the dwelling's main body or trim colors.

10.6 The use of conductor heads, where appropriate, is encouraged.

Example of appropriate half-round gutters and downspouts at 502 Prince Street (left) and 1019 Front Street (right). In the picture on the right, the feature at the top of the downspout is a conductor head.

Half round gutters (left) are preferred to "K" crimped gutters (middle) and ogee gutters (right.

RESIDENTIAL PROPERTIES
11.0 DETAILS–LIGHTING

BACKGROUND

With the coming of electricity, exterior wall light fixtures were added to Georgetown's 18th and 19th century dwellings. By the early 1900s, light fixtures were often added adjacent to entrances or installed in porch ceilings on these homes. Houses built in the Bungalow, Tudor Revival, Colonial Revival, and other styles in the early 20th century had light fixtures which were added specifically to match the house design. Later lighting options included the installation of post-mounted fixtures in front yards, walkway footlights, and security lights.

POLICY AND JUSTIFICATION

Light fixtures which are original to a 20th century dwelling should be preserved and maintained or repaired as needed. If repair is no longer possible, replacement with a new fixture in keeping with the dwelling's style is appropriate. New light fixtures should be appropriate for the style and period of the dwelling to which they are added. Lighting to accent sidewalks or front yards is appropriate.

STANDARDS

11.1 Replace original light fixtures with new fixtures which compliment the style of the dwelling or are simple in design.

11.2 Light fixtures original to a dwelling should be preserved and maintained or repaired with materials to match as closely as possible.

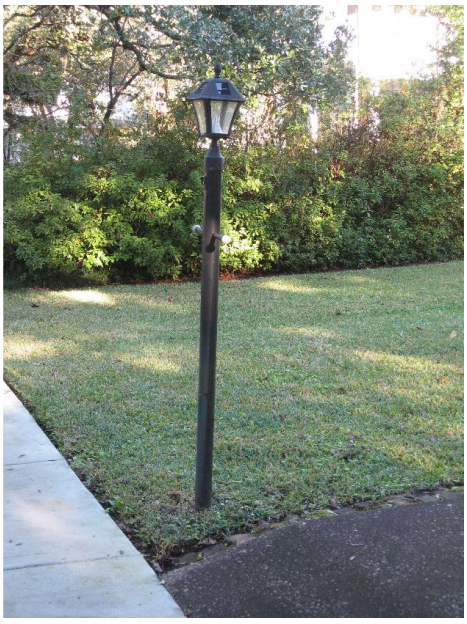
11.3 Light fixtures introduced to the exterior of a dwelling should be appropriate for the style and era of the house For dwellings built in the 18th and 19th centuries, light fixtures based on Colonial-era lamps are appropriate. Light fixtures should be added only at traditional locations such as at porch ceilings and flanking entrances.

11.4 Light fixture installed for security, such as flood lights, should be mounted on rear or sides of buildings rather than on the front. Floodlights mounted in yards to illuminate the front of the house are discouraged but acceptable.

11.5 Light fixtures for sidewalks and front yards should be of small footlights or post-mounted fixtures compatible with the primary structure.

Retain and preserve original light fixtures such as this Craftsman design at 518 Prince Street.

Compatible Colonial design light fixture at the entrance to 1012 Front Street.



The installation of small footlights along walkways is appropriate for the historic district (right) as well as pole mounted light fixtures (above).

RESIDENTIAL PROPERTIES
12.0 DETAILS–MECHANICAL SYSTEMS

BACKGROUND

The introduction of electricity into the historic district led to the installation of heating and air conditioning units for dwellings in the 20th century. These units include air conditioners which fit inside a window opening and free-standing units mounted on roofs or on the ground adjacent to houses. These types of mechanical systems reflect advancements in technology in heating and cooling dwellings in the historic district.

POLICY AND JUSTIFICATION

Mechanical systems such as window air conditioners and exterior HVAC system components should be placed at rear elevations or non-readily visible side elevations. Mechanical systems should not be installed on primary or readily visible side elevations unless they are effectively screened by landscaping or fencing.

STANDARDS

12.1 Mechanical systems should be located on rear or non-readily visible side elevations.

12.2 The installation of mechanical systems on primary facades or readily visible side façades is not appropriate but may be considered if the systems are effectively screened through landscaping, fencing, or lattice panels.

12.3 The addition of air conditioning units in window openings should only be in windows on rear or non-readily visible side elevations. This installation should not result in the loss of the original window and be reversible if the unit is removed at a later date.

12.4 Mechanical units and electrical and gas meters should be as unobtrusive as possible and screened if in a visible location.

12.5 Roof-mounted equipment should not be placed on front- or corner side yard-facing roof planes and should be set back from the edges of roofs and screened, so that it is not visible to pedestrians and does not detract from the historic character of the dwelling.


The effective use of fencing and landscaping to screen mechanical units is illustrated at 710 Prince Street (left) and 202 Cannon Street (right).

The dwelling at 719 Prince Street uses louvered wood panels to screen mechanical systems and this approach is also recommended.

<u>TechnicalInformation</u>
NPS Preservation Brief #24
Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
Www.nps.gov.history/hps/tps/briefs/brief24.htm

RESIDENTIAL PROPERTIES
13.0 DETAILS–PAINT AND PAINT COLORS

BACKGROUND

Many dwellings in the Georgetown Historic District have been repeatedly painted in a variety of colors since their construction. The oldest homes from the 18th century could have been painted from more than three dozen paint pigments available from Europe such as the popular Prussian Blue. Homes in the early Georgian period had very colorful exteriors—reds, oranges, and bright blue. In the second half of the 18th century, intense hues gave way to colors intended to mimic the look of stone. These more subdued shades included light grays and blues, yellow ochre, and white. Doors began to be painted in dark shades such as deep browns, blues, greens, or red. Trim was now often outlined in white. The Federal period (1780–1840) continued the light-colored exteriors and often only the doors and shutters were painted as an accent.

The taste for white exteriors continued into the Greek Revival period (1825–1855). Pale colors were used such as off-white, yellow, and gray. With the Victorian era of the late 19th century house styles such as Italianate and Queen Anne had a diversity of colors with contrasts between body and trim. The revival styles of the early 20th century were often built with brick veneer exteriors which were left unpainted except for the trim. Bungalows and Craftsman houses were generally painted in darker colors such as earth tones of brown, green, or gray with contrasting trim.

POLICY AND JUSTIFICATION

Paint colors do not require review or approval by the City staff or ARB. However, owners are encouraged to conduct paint analysis on their dwellings and match those colors or follow color palettes appropriate to the dwelling's period and style. Masonry surfaces which have not been previously painted should not be painted unless the brick and/or mortar is mismatched. Spray-on siding coatings should be avoided since the permeability of these products and their longevity has yet to be demonstrated.

STANDARDS

13.1 Paint colors and the paint application process are not reviewed by the ARB. However, owners are encouraged to use paint colors in keeping with their dwelling's style and age.

13.2 Painting of previously unpainted masonry surfaces is not appropriate but may be considered if the masonry and/or mortar has become mismatched or discolored.

13.3 The use of spray-on siding coatings is discouraged in the historic district. These products have not been demonstrated to have sufficient permeability to allow a building to "breathe" and their life expectancy is unknown.

13.4 Traditionally, most historic dwellings had no more than four colors—wall, trim, and various accents—and this approach to exterior paint colors is encouraged.

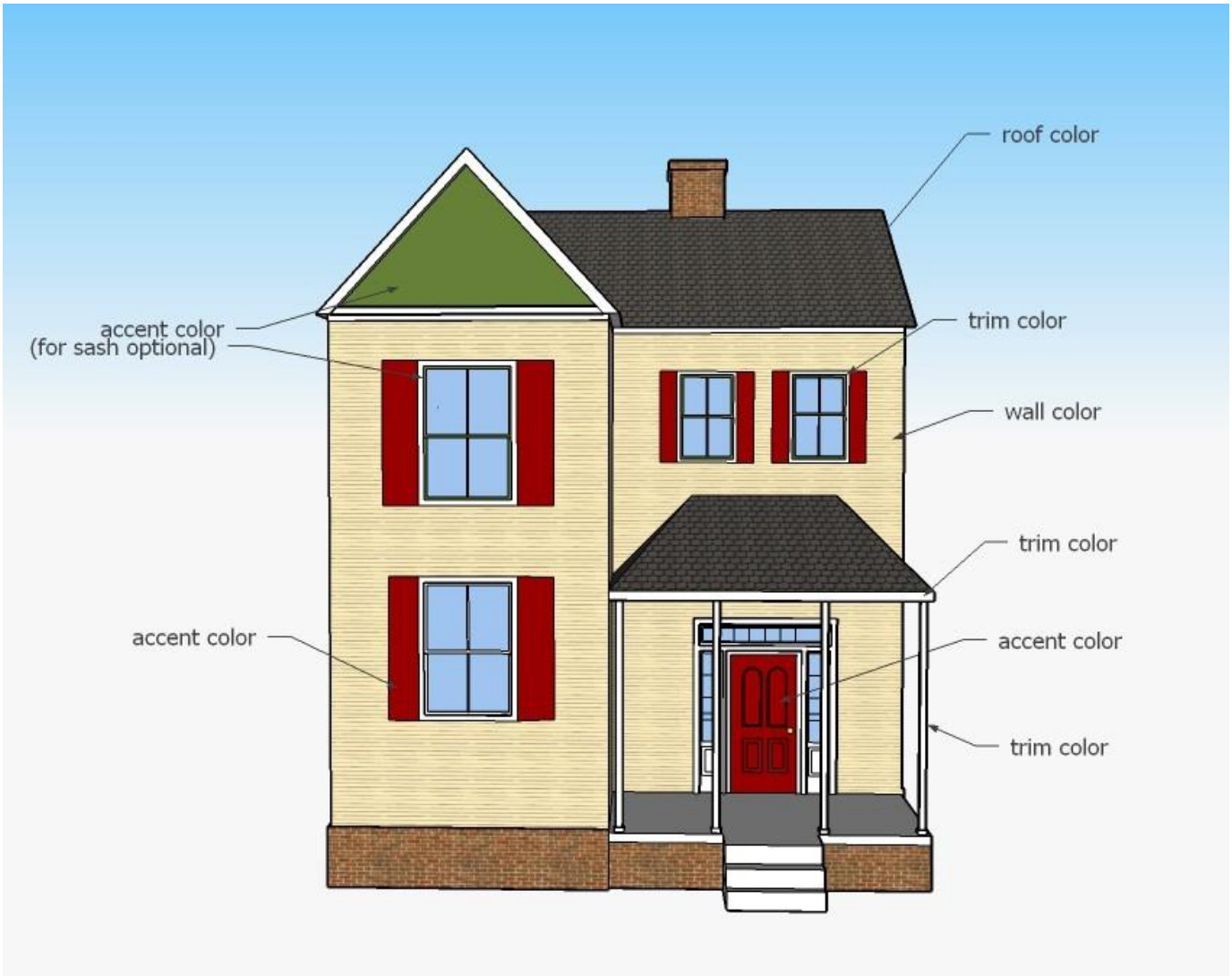


Illustration of appropriate locations and variations for paint colors on a two-story historic dwelling.

The ca. 1770 Georgetown Single House at 622 Highmarket Street has a light green color on the main body and dark accent colors for the shutters.

Three different paint colors are used at 421 Front Street for the siding, trim, and shutters. (left). At 513 Prince Street the windows and shutters contrast with the siding color (right).

By the end of the 19th century, darker colors were used for Queen Anne style dwellings such as the ca. 1905 dwelling at 225 Broad Street (above). Unpainted masonry surfaces such as on the Tudor Revival dwelling at 319 St. James Street should be left unpainted (below).

TechnicalInformation
NPS Preservation Brief #10
Exterior Paint Problems on Historic Woodwork
Www.nps.gov.history/hps/tps/briefs/brief10.htm

RESIDENTIAL PROPERTIES
14.0 DETAILS–PORCHES, COLUMNS, AND RAILINGS

BACKGROUND

Porches are one of the most important defining characteristics of Georgetown's dwellings. The design of the porch, columns, and railings are often key elements in identifying the age and style of a house. Porches are found on the majority of the dwellings in the historic district and provided cooling shade in the days before electricity and air conditioning.

The earliest homes in Georgetown include the "Single House" design which features a large one-story porch which often wrapped around three sides of the dwelling. More formal dwellings from this era and those of the later Greek Revival style displayed classical columns such as Doric, Ionic, or Tuscan. During the Victorian era elaborately milled columns and balusters became common on porches. The Craftsman and Bungalow styles had large wide porches with tapered wood columns on brick piers. Revival styles such as Colonial Revival and Tudor Revival were built with small entry porches or side porches instead of those on the primary façade.

POLICY AND JUSTIFICATION

Original porches should be repaired, preserved and maintained. Those on the primary façades of dwellings should not be enclosed with wood or glass panels. The screening of porches on the fronts of dwellings is appropriate if the framing is kept to a minimum. If repair of porch elements is required, use materials to closely match those which exist. If porch elements such as columns, balusters, or floor boards are deteriorated and need replacement, alternative materials may be considered.

If an original porch is missing, a new porch may be constructed based upon photographic or physical evidence, or based upon the design of similar style and age dwellings. In some cases dwellings had their original porches removed and replaced with Craftsman/Bungalow style porches in the 1920s and 1930s. These porches reflect the historical evolution of the property and may be significant in their own right.

STANDARDS

14.1 Repair porch elements with materials to match the original.

14.2 Replace porch elements with materials to match the original.

14.3 Ceiling fans may be installed on porches.

14.4 Porches on front and side facades should be maintained in their original configuration and with original materials and detailing.

14.5 Porches should not be removed if original.

14.6 Porches on front and readily visible side elevations should not be enclosed with glass or wood panels. Those on rear or non-readily visible side facades may be enclosed with acceptable glass or wood panels as long as there is no removal of extensive historic fabric and the enclosure is reversible.

14.7 The enclosure of front porches and those on readily visible side elevations with screen panels may be appropriate if the framing is minimal and the viewing of the façade behind the screen panels is not significantly impaired.

14.8 Porches which have wood floors should have wood stairs repaired or replaced as needed, not brick or concrete. On rear or non-readily visible side elevations wood stairs are also recommended but brick or cast concrete steps may be added at these locations.

14.9 Porches on the fronts of dwellings may be partially enclosed with lattice panels compatible with the style of the house for privacy. This should not exceed more than one-third of the porch area in order to maintain its traditional open appearance. Lattice panels should be compatible with the style of the house and be added behind, not in front, of porch columns and railings. Lattice panels in traditional square and diagonal designs are appropriate.

14.10 The use of trellis panels is appropriate for porches on all elevations.

14.11 Wood porch floors that are deteriorated should be replaced with wood tongue and groove flooring or boards running perpendicular to the façade. The use of alternative porch floor materials may be considered on rear elevations.

14.12 Porches that are missing their original columns and balusters should be rebuilt based upon photographic or physical evidence. If no evidence exists, porches should be rebuilt in keeping with porches of similar house styles and age.

14.13 Balusters (also called spindles) should be carefully sized for any replacement porch. Milled spindles measuring 3 feet high and 2 inches in diameter are best for Georgian, Federal, Queen Anne, and Folk Victorian dwellings. Balusters or spindles which are smaller than 2 inches in diameter are not appropriate for exterior porches. Square balusters which are 3 feet high and 2 inches to 3 inches in width and depth are best for Craftsman/Bungalow dwellings.

This Georgetown Single House at 222 Broad Street built ca. 1737 features a side, one-story porch (above). Built in 1915, the wraparound porch on the dwelling at 125 Broad Street features classically influenced Tuscan columns and square balusters (below).

Many of Georgetown's dwellings from the 18th and early 19th centuries have distinctive vertical and horizontal wood railings which should be preserved and maintained and not replaced with a different design. Examples of this design include 15 Cannon Street (above) and 417 Prince Street (below).

Georgetown's lumber industry provided elaborate milled columns and balusters which remain evident on many dwellings in the historic district such as the turned posts at 422 Prince Street (left) and chamfered posts at 727 Prince Street (right).

By the early 20th century classical Tuscan columns were widely used for new dwellings or when earlier porches were rebuilt such as at 816 Prince Street (left). Later porch columns included the use of wrought iron as at 110 St. James Street (right).

Enclosing porches with screen panels is appropriate as long as the framing is kept to a minimum and the dwelling's features are visible behind the panels. Appropriate examples of screened porches include the front porch at 127 Broad Street (above) and a second-story screened porch at 514 Prince Street (below).

TechnicalInformation
NPS Preservation Brief #45
Preserving Historic Wooden Porches
www.nps.gov.history/hps/tps/briefs/brief45.htm

RESIDENTIAL PROPERTIES
15.0 DETAILS–ROOFS

BACKGROUND

Roof forms and materials are significant features in defining the age and style of a dwelling. Most of the properties in the Georgetown Historic District have variations of gable and hipped roofs and these forms were used for house styles throughout the district's history. Most of the district's 18th century dwellings would originally have roof surfaces of wood shingles but some of the larger homes could have had metal or slate roofs. Rolling mills in the 19th century were able to produce large metal sheets for roofs and these were crimped together to form standing seam roof surfaces. These became widely used and some of these remain extant. Other historic roof materials include clay tile and cement tile. Georgetown's many hurricanes have resulted in large-scale roof replacement over the years and most dwellings have modern asphalt or fiberglass shingle roofs.

POLICY AND JUSTIFICATION

Original roof forms such as gable or hipped should be preserved and maintained. If additions to roofs are desired such as new dormers or skylights, these should be added at rear or side rooflines that are not readily visible. Historic roof materials such as metal standing seam and clay tile should be repaired and preserved. If repair is no longer practical, replacement with approved metal, asphalt or fiberglass roof materials is appropriate. When replacing metal roofing the pattern must match that of the existing roof. Alternative roofing materials may be considered. Any addition to a roof such as solar panels, ventilators, and skylights requires ARB review.

STANDARDS

15.1 Roofs should be preserved in their original size, shape, and pitch, with original features (such as cresting, chimneys, finials, cupolas, etc.), and, if possible, with original roof materials.

15.2 New metal roofs should be in keeping with traditional standing seam designs and dimensions with proper spacing and crimping. Other profiles are not appropriate for contributing buildings and commercial metal roofing profiles are not appropriate for residential buildings.

15.3 Roofs should not have new dormers introduced on front façades but may have dormers added on rear façades or secondary façades which are not readily visible and if in keeping with the character and scale of the structure.

15.4 The use of reflective roof shingles may be considered if the shingles are not shiny and are in shades of brown and other medium-dark colors. Light gray and white roofs are not appropriate for the district.

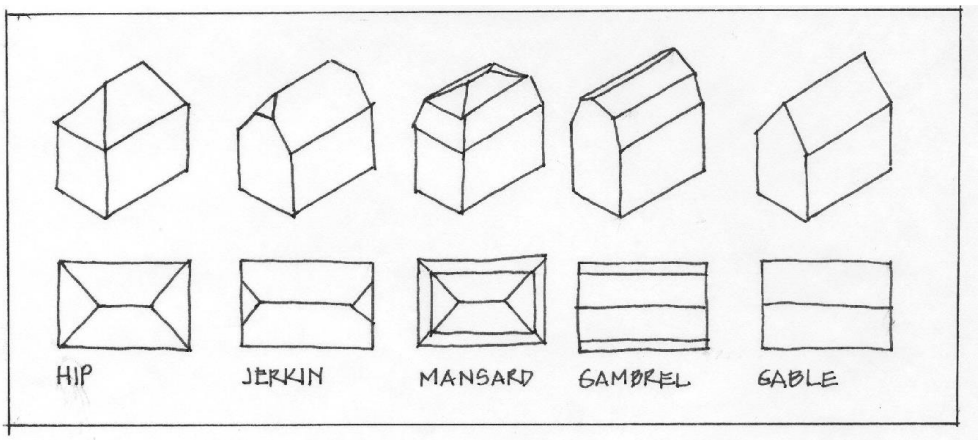
15.5 The installation of alternative materials instead of original roof materials may be considered.

15.6 Most of Georgetown's 18th and 19th century dwellings had roof surfaces of wood shingles. If a property owner wishes to reinstall a new wood shingle roof, the design should be based on historic shingle dimensions and texture. Shingles should be laid in a horizontal row with the bottom edge either in alignment with the adjacent shingle or staggered to match the historic condition.

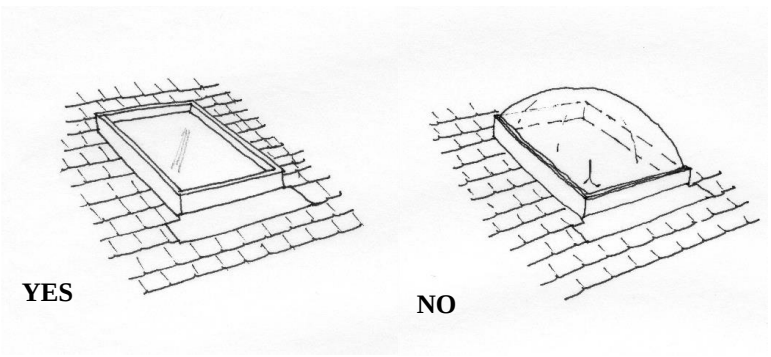
15.7 Additions such as skylights, balconies, or roof ventilators should not be added to dwellings on front or readily visible side elevations.

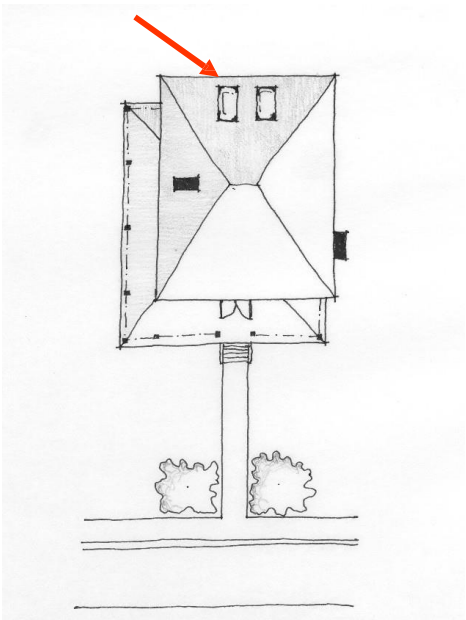
15.8 Skylights should be placed at rear roof lines or behind gables and dormers and not be readily visible. Skylights should be as minimal in design as possible—flat or flush is best, but convex and "bubble" designs that are low-profile may be considered.

15.9 Solar panels on roofs should only be located on rear or side elevation rooflines which are not visible from the public right-of-way.



Common roof forms in the Georgetown Historic District.





Skylights may be added on rear rooflines or those not readily visible (right). Low-profile skylights are most appropriate for the Historic District (above left) and not concave or "bubble" designs (above right).

These dwellings in the historic district have replacement metal roofs of appropriately sized crimping and spacing in traditional standing seam metal roof designs 315 Front Street (left), 625 Front Street (right).

This metal roof imitates the deteriorated original clay tile roof on this ca. 1940 dwelling (518 Prince Street).

Corrugated metal roofs such as this design or those with exaggerated seams are not approvable.

TechnicalInformation
NPS Preservation Brief #04
Roofing for Historic Buildings
Www.nps.gov.history/hps/tps/briefs/brief04.htm

RESIDENTIAL PROPERTIES
16.0 DETAILS–STAIRCASES AND STEPS

BACKGROUND

Staircases and steps leading to porches and entrances of 18th and 19th century homes were traditionally of wood or brick construction in the historic district. Steps of poured concrete or brick were used in the early 20th century for Bungalow, Tudor Revival, and Colonial Revival style dwellings. The design of porch stairs is often in keeping with the architectural style and design of the dwelling.

POLICY AND JUSTIFICATION

Because of their exposure to the elements most of the wood staircases built prior to 1900 have been rebuilt. In many cases the original wood steps have been replaced with steps of brick or concrete. Replacement of deteriorated wood steps with wood is preferable to replacement with brick, pre-cast concrete, or wrought iron.

STANDARDS

16.1 Repair existing wood, brick or concrete staircases and steps with in-kind materials.

16.2 Replace non-historic wood, brick, or concrete staircases and steps with in-kind or compatible materials.

16.3 Add staircases and steps on rear elevations and side elevations not readily visible.

16.4 Staircases and steps original to a dwelling should be repaired and retained. Wood, brick, and concrete steps should be repaired with materials to match the original.

16.5 The installation of brick staircases and steps to replace wood staircases and steps on primary elevations is discouraged but will be considered. The use of pre-cast concrete staircases and steps is not appropriate on contributing houses, or on primary elevations of non-contributing buildings and new dwellings.

16.6 Where required by codes, new stairs should be designed with “graspable” handrails which are no larger than 1-1/2 inch in diameter. These handrails can be attached to existing wood staircases when required for codes.

These rebuilt staircases are appropriate examples of wood construction and have simple handrails and balusters (above, 405 Front Street, below, 125 Broad Street).

RESIDENTIAL PROPERTIES
17.0 DETAILS –WINDOWS AND SHUTTERS

BACKGROUND

Many of Georgetown's historic dwellings retain their original wood sash or steel casement windows. Windows are prominent features on houses and help to define their architectural style and age. The oldest dwellings from the 18th century often retain their original nine-over-six or six-over-six wood sash design. In the 19th century wood sash windows had larger panes leading to the use of four-over-four, two-over-two, and one-over-one wood sash designs. The addition of stained glass windows was also common in the Victorian era. In the early 20th century a wide variety of wood window sash designs were used for Bungalow/Craftsman and Colonial Revival style homes. Tudor and Spanish Revival style homes from the period utilized both wood sash and steel casement windows.

Most of Georgetown's 18th and 19th century dwellings were built with window shutters to protect the windows from the elements. The 18th century dwellings often had solid double panel shutters while louvered shutters were more widely used for 19th and 20th century dwellings. They were attached to the window frames by metal hinges and pintles and were held open using metal fasteners known as "shutter dogs" or "holdbacks." The use of window shutters continued into the 20th century but gradually decreased with the introduction of air conditioning. Cheesecloth was used for many years to cover windows and keep out insects but the use of metal screen panels became popular for dwellings after the Civil War. Wood and metal screens were applied to many of the dwellings in the historic district in the late 19th and 20th centuries. The installation of storm windows in the past century provided additional protection from the elements in addition to shutters and also provided energy savings. The earliest storm windows had wood frames but aluminum frames became popular after World War II.

POLICY AND JUSTIFICATION

Windows on historic dwellings should be maintained or repaired to match the original design. Approval to remove original wood sash or steel casement windows will only be granted if the windows can be demonstrated to be beyond repair. If windows are deteriorated beyond repair, the installation of new wood or steel windows to match the original designs is preferred. Alternative materials may be considered. Original window openings on primary facades or readily visible side elevations should not be covered or concealed. Original window openings should not be enclosed for the addition of smaller windows. New window openings should not be added on the fronts of dwellings but may be added at the rear or side elevations if not readily visible.

Window shutters have been traditional features on houses in Georgetown in both louvered and paneled wood designs and their continued use is encouraged. Historic wood shutters should be preserved and maintained. New shutters may be added if they are of wood, of traditional design and with dimensions which match the window opening. The installation of storm windows can help in lowering energy costs and are appropriate for Georgetown's historic dwellings.

Storm windows should be full-view design or have the central meeting rail at the same location as the historic window behind it. The installation of screen panels is also appropriate as long as they retain the open appearance and the visibility of the windows behind them. The installation of visible security bars on the exterior of windows is not appropriate on primary facades. Window bars may be added on the exterior of windows on rear or side elevations not readily visible.

STANDARDS

17.1 Repair a historic or non-historic window with in-kind materials.

17.2 Replace a non-historic window with in-kind materials or similar design.

17.3 Original windows should be preserved in their original location, size, and design and with their original materials and numbers of panes.

17.4 Windows should be repaired rather than replaced. Window replacement will only be approved if it can be demonstrated that the historic windows are beyond repair.

17.5 If replacement of original or historic windows is demonstrated to be necessary, the replacement windows should be in-kind.

17.6 Windows of alternative materials may be considered.

17.7 New window openings should not be added to primary façades or to readily visible side elevations.

17.8 Windows of steel or other metal designs should be preserved and maintained, or replaced with new metal windows which are similar in appearance and materials.

17.9 Replacement windows should not have snap-on, flush, or simulated divided muntins. Muntins sandwiched between layers of glass, snap-on muntins, and surface-applied muntins are not appropriate and shall not be approved.

17.10 Clear glass must be used in windows on the primary and readily visible side elevations. Do not use reflective, tinted, patterned, or sandblasted glass in windows. The addition of these glass materials may be used on rear elevations or those not readily visible.

17.11 If an interior dropped ceiling is lower than the top of the window, the ceiling must be stepped back from the window to not obscure the top of the window from outside view.

17.12 Repair historic wood shutters with in-kind materials.

17.13 Replace historic wood shutters with in-kind materials or similar design.

17.14 Add wood shutters based on traditional designs and that fit the window opening.

17.15 Add screen panels with wood or metal frames that are full-view design and allow the visibility of the historic window behind it.

17.16 Add storm windows of wood or metal frames which are full-view design or match the meeting rail of the window behind it. Storm windows should be of anodized or baked-enamel surfaces and not unfinished metal.

17.17 Add security bars on windows on rear or non-readily visible side elevations.

17.18 Shutters that are original to the dwelling should be preserved and maintained.

17.19 Shutters should not be added to contributing buildings unless historically appropriate to that style house in Georgetown or there is physical or photographic evidence that shutters were original to the dwelling. Adding shutters to non-contributing and new buildings will be considered.

17.20 New shutters shall be of louvered or paneled wood construction or another documented historical style appropriate for that style of the building in Georgetown. They must be either working shutters or shutters that appear to be working shutters with appropriate hardware. All shutters shall be appropriately sized to fit the window opening so that if working and closed, they would cover the window opening.

17.21 Shutters should not be added to banks of multiple windows. Bi-fold shutters are not appropriate.

17.22 The application of vinyl or metal shutters on primary elevations will not be approved. These types of shutters may be considered for rear and side elevations not readily visible.

17.23 Screen windows should be wood or baked-on enamel aluminum and fit within the window frames and not overlap the frames.

17.24 Security bars shall not be applied to any elevation of contributing buildings or to primary or other readily visible elevations of non-contributing or new houses. Security bars may be added on rear elevations or those not readily visible.

The earliest dwellings in the historic district have nine-over-nine or nine-over-six wood sash windows such as the ca. 1737 dwelling at 405 Front Street (left) and the ca. 1760 house at 513 Prince Street (right).

Why Preserve Original Windows—
The Economic, Historic, and Environmental Arguments

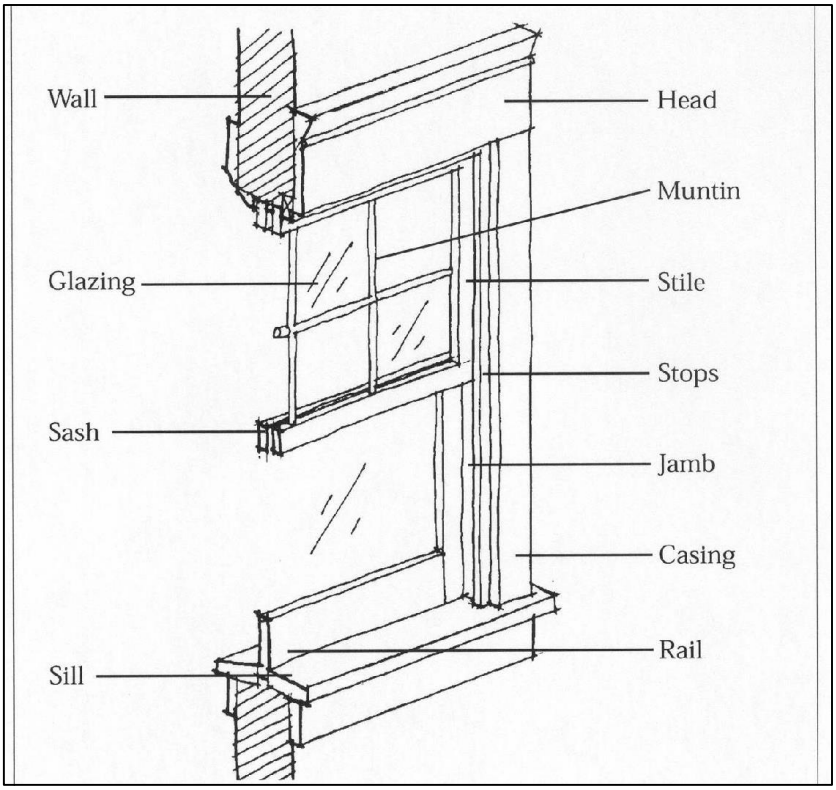
- Windows are a significant part of the original fabric of historic structures. They provide important architectural qualities that define and characterize an architectural style and time period, as well as the scale of a building and/or historic district. The loss of windows alters the defining qualities of the historic fabric, structure, and/or historic district.

- Rebuilding historic wood windows and adding storm windows makes them as efficient as new windows and more than offsets the cost of installation. Several comprehensive window studies have found that a wood window with weatherstripping and an added storm window is as energy efficient as most new thermo-pane windows and last longer.

- The old-growth lumber used in historic window frames can last if well maintained, unlike new-growth wood, vinyl, or aluminum.

- In most cases, windows account for less than one-fourth of a home's energy loss. Insulating the attic, walls and basement is a more economical approach to reducing energy costs than replacing historic windows.

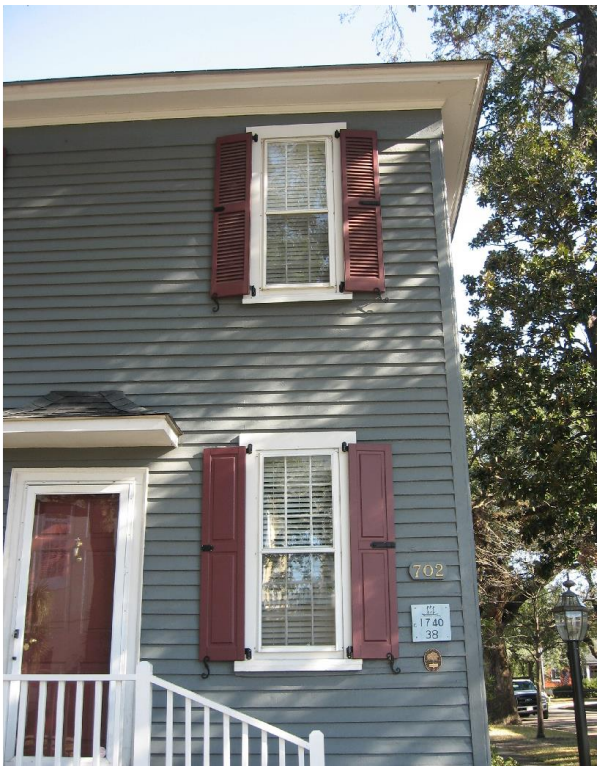
- Any energy savings from replacing wood windows with aluminum or vinyl seldom justifies the costs of installation. For most buildings, it would take decades to recover the initial cost of installation, and with a life expectancy of 10 to 15 years or less, installing new vinyl or aluminum windows does not make good economic sense.



This illustration shows the basic parts of a historic wood sash window.

Changing glass technology allowed window pane size to increase in the 19th century resulting in six-over-six (top left), two-over-two (top right) and one-over-one (bottom left) sash windows. The Craftsman/Bungalow dwellings and Revival styles of the 20th century featured a wide variety of multi-light windows (bottom right). Clockwise from top left are windows at 407 Front Street, 614 Front Street, 520 Front Street, and 322 Prince Street.

This wood storm window at 723 Prince Street matches the design of the historic window behind it.



The dwelling at 702 Prince Street features appropriate shutters on both floors.

Many of Georgetown's 18th and 19th century dwellings feature paneled shutters rather than louvered designs; left, 411 Front Street, right, 909 Prince Street.

In addition to wood sash windows, steel casement design windows were widely used in the 20h century for Tudor Revival, Ranch, and other house styles (302 Meeting Street).

TechnicalInformation
NPS Preservation Brief #09
The Repair of Historic Wooden Windows
Www.nps.gov.history/hps/tps/briefs/brief09.htm

TechnicalInformation
NPS Preservation Brief #13
The Repair and Thermal Upgrading of Historic Steel Windows
www.nps.gov.history/hps/tps/briefs/brief09.htm

CHAPTER 4: RESIDENTIAL PROPERTIES
18.0 SETTING—DRIVEWAYS AND PARKING AREAS

BACKGROUND

Georgetown was platted without central alleys between the blocks and access to dwellings was via driveways and walkways from the street. Early driveways were of sand, gravel, or brick pavers. By the early 20th century, concrete was widely used and after World War II asphalt was popular as a paving material. Historic driveway materials such as concrete and tabby concrete should be preserved, and new driveways should be designed with traditional materials and placement. Traditionally, parking areas for carriages and later automobiles, were on the side or rear of dwellings, not in front yards. Driveways are traditionally located to the side of the property.

POLICY AND JUSTIFICATION

The consistency and repetition of driveway spacing, placement, dimensions, and materials are an important part of the residential area's streetscapes. Parking areas should only be on side and rear elevations of a dwelling and not in front yards. Traditional paving materials such as sand, brick, and concrete are encouraged over black asphalt and similar modern materials. The use of permeable paving materials for driveways and parking areas is encouraged to allow water absorption into the ground and reduce flooding.

18.1 Preserve original driveway materials such as sand, tabby concrete, crushed gravel, or concrete. Original designs such as concrete "ribbon" driveways contribute to the character of a dwelling and should be preserved.

18.2 Driveway widths should be limited to a width of one car.

18.3 Driveways and parking areas in side and rear yards should be of gravel (white or pea gravel), brick, sand, tabby, grass, concrete, textured concrete, or concrete ribbons (narrow strips). Non-historic materials such as asphalt may be considered.

18.4 Screen and minimize the visual impact of parking areas in rear or side yards with hedges, shrubs, or fences.

18.5 New curb cuts to driveways and parking lots should be kept to a minimum, as they usually result in the removal of historic sidewalk materials, curbs, and retaining walls.

18.6 At commercially-used houses, churches, apartment buildings, or schools, driveways and parking areas should be located in rear yards if possible, but when necessary in a side yard. Parking areas should be located no closer than the front wall of the building.

18.7 Parking areas on vacant lots between buildings should align edge screening with front façades of adjacent buildings. On corner lots, they should have edge screening on both the primary and secondary street.

18.8 Sidewalks and driveways must be oriented perpendicular to the street. If historical documentation provides evidence of curvilinear designs or other shapes and designs on that site or other similar house styles, such shapes may be considered.

18.9 Maintain the continuity of existing driveways and the curb cut radius or curved approach in the districts when introducing new driveways.

18.10 Locate new driveways and sidewalks so that the topography of the dwelling site and significant landscape features, such as mature trees, are retained. Protect mature trees and other significant landscape features from direct construction damage or from delayed damage such as destruction of root area or soil compaction by construction equipment.

Historic driveway materials and designs should be preserved and maintained such as the concrete "ribbons" driveway at 510 Front Street.

Parking lot edges should be defined with landscaping as at this parking area on Broad Street.

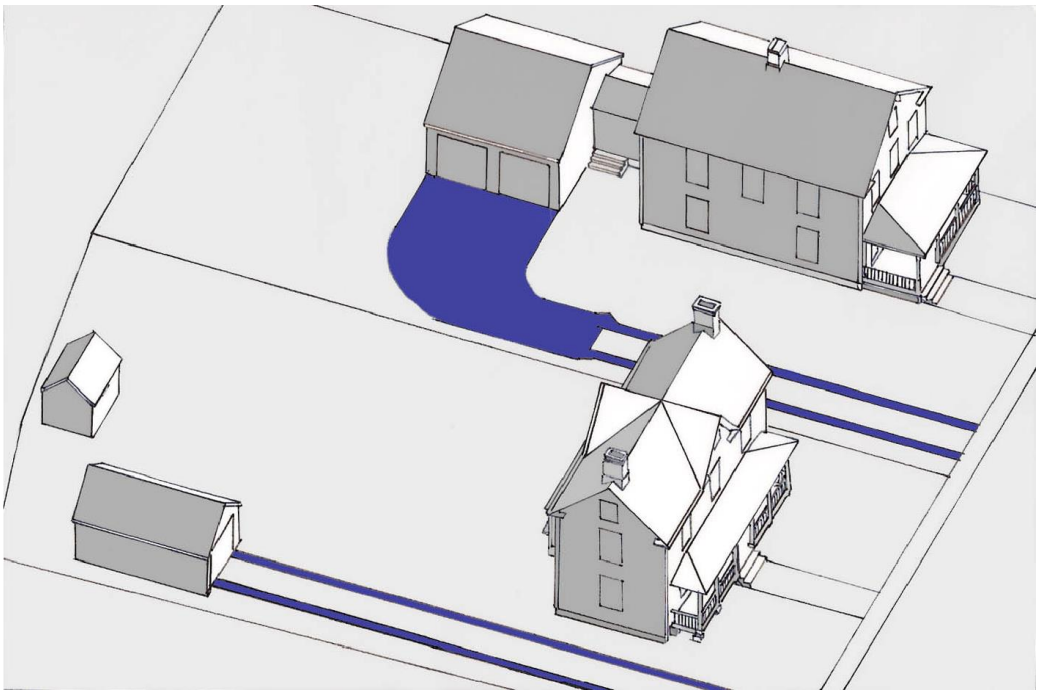
Landscaping introduced into this parking lot would help define the parking spaces and reduce water runoff.

The addition of landscaping between the parking lot and sidewalk would assist in separating vehicle and pedestrian spaces.

When installing new parking lots or repaving existing ones, the use of permeable paving materials is encouraged to permit water absorption and help limit ponding on surfaces.

A traditional sand driveway at 421 Front Street.

An example of a a well maintained brick driveway is at 622 Highmarket Street.



Driveways should connect with rear garages with a minimum of paving materials and visual impact.

RESIDENTIAL PROPERTIES
19.0 SETTING—FENCES, GATES, AND WALLS

BACKGROUND

Wood, brick, and woven wire metal fences have been traditionally used in Georgetown to separate lots, create privacy and outline yards. For front yards the use of wood picket fences was common and cast iron fencing was introduced by the mid-19th century. Wood board fences to outline side and rear yards have also been used for centuries. In the 20th century a variety of fence and wall materials have been used such as brick, concrete, woven wire, and chain link.

POLICY AND JUSTIFICATION

Historic fence materials such as cast and wrought iron, brick, and woven wire should be preserved and maintained. The installation of new fences in keeping with traditional locations, designs and materials is appropriate for the historic district. Vinyl and similar synthetic fencing materials are incompatible and not approvable.

STANDARDS

19.1 Repair or replace fence or wall materials with in-kind materials.

19.2 Installation of new wood picket fences in front yards or privacy wood fences in side or rear yards is appropriate if they are in traditional and permitted dimensions and designs. Fences should have pickets no wider than 4 inches and should be set apart a maximum of 3 inches. Wire fences should not be more than 4 feet tall. Privacy fences constructed of wood board should be located in rear yards and generally be no taller than 6 feet. Higher fences may be considered subject to code limitations.

19.3 Preserve original cast and wrought iron, woven metal wire, or brick fences and walls. If historic fences or walls are missing, they may be reconstructed based on physical or pictorial evidence.

19.4 Cast iron fences may be added to buildings constructed in the mid- to late-19th and early 20th centuries. Cast iron fences are not appropriate for dwellings built after the mid-20th century.

19.5 Chain link, concrete block, or synthetic materials are not appropriate for the historic district in front yards or readily visible side yards. Split or horizontal rails, railroad ties, or timbers are inappropriate for front yards or elsewhere if readily visible.

19.6 Fence posts, rails, and other framing members should be on the inside of the fence facing the dwelling or adjacent property rather than the street and sidewalk.

19.7 Fence gates should be designed to be compatible with the overall fence design and consistent with the age and style of the dwelling.

19.8 For safety reasons Code requires that fences within 10 feet of streets be no taller than 3 feet or transparent so as to not obstruct the view of vehicles attempting to exit the property. Taller fences located more than ten feet from the public right-of-way may be considered. Fences should be located behind either the front plane of any open front porch of the building and that of any open front porch of any adjacent dwelling or behind any significant side elevation architectural feature (such as a bay window, porte-cochere or building projection) of the building, whichever is the lesser distance from the street.

19.9 Privacy fences of flat boards in a single row are preferred to shadowbox (alternating boards) designs. Fences with flat tops, "dog ear," or Gothic (pointed tops) designs are acceptable if the design is consistent with the house style. "Stockade" designs are discouraged. Fences should be stained or painted to blend with the dwelling or building. Privacy fences of brick or pierced brick are less appropriate for the historic district than those of wood but may be considered for rear yards.

19.10 Where residential properties are adjacent to commercial or other non-residential uses, alternative fence heights may be considered.

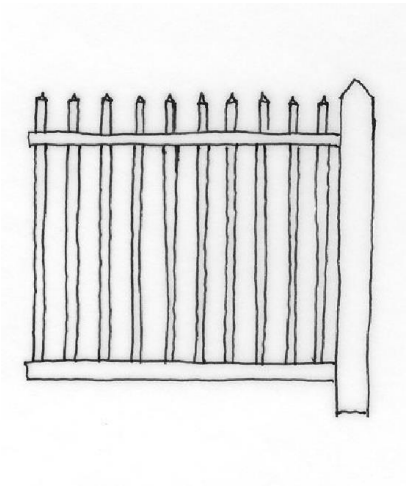
Preserve historic cast and wrought iron fences and gates like this example at 722 Prince Street (above).

20th century historic fence and wall materials should be preserved and maintained. Rock-faced concrete block was used for retaining walls as at 116 St. James Street (top right) and wire fencing at 816 Prince Street (lower right).

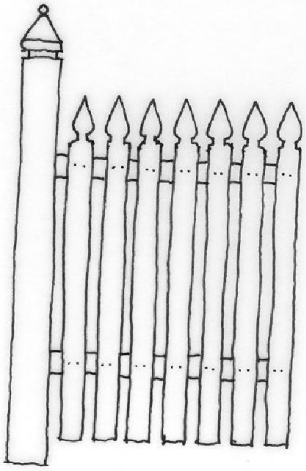
Examples of appropriate picket fence designs and height in front yards of 1012 Front Street (left) and 502 Front Street (right).

At left is an example of an appropriate modern hoop and dart fence design installed at 620 Prince Street.

Privacy fences should be set back from the street and be of appropriate height and materials (left, 412 Front Street, right, 112 St. James Street).



NO



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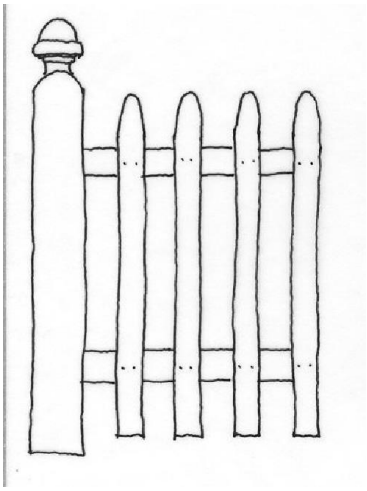
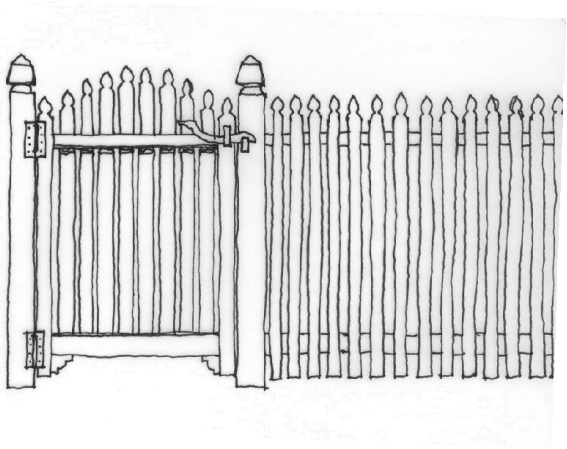


YES

The horizontal framing to support the structure of the wood pickets should be located on the yard side of the fence, not the street side.



Gates should be designed in the same style or a similar compatible style as the fence.

Gates and fences should reflect the same design such as 422 Front Street, left, and 212 Orange Street, right.

RESIDENTIAL PROPERTIES
20.0 SETTING—GARAGES, SHEDS, OUTBUILDINGS AND ANCILLARY OUTDOOR FEATURES

BACKGROUND

Historically, Georgetown's residential areas contained a wide variety of outbuildings such as barns for horses, carriage houses for carriages and wagons, detached kitchens, dwellings for domestic servants, storage sheds or buildings, well houses, and privies. Most of these structures were gradually removed as indoor plumbing was introduced and horse-drawn transportation was phased out in the early 20th century. The rise in automobile ownership led to the construction of garages to house vehicles and these were built of frame, brick, and concrete block. Some 18th and 19th century outbuildings remain extant in the historic district and many 20th century garages continue to be used.

The construction of new outbuildings such as garages, secondary dwellings, sheds, pool houses, etc. may be appropriate if they meet zoning requirements and are compatible with adjacent historic dwellings. Ancillary outdoor features such as gazebos, pergolas, arbors, fireplaces, fire pits, outdoor kitchens and entertainment areas, fountains and water features, etc. may also require review.

POLICY AND JUSTIFICATION

Outbuildings are part of the historical and architectural significance of the historic district and reflect the cultural and technological changes over time. Historic outbuildings should be preserved and maintained. They should be repaired with materials and details to match the original. Georgetown has a tradition of ancillary and support buildings constructed in the rear yard of dwellings. These types of structures are appropriate if they are compatible with the primary dwelling in design and materials and are sited at traditional locations at the rear of the dwelling and not readily visible.

The general approach to new construction for outbuildings is to be secondary in scale and compatible with adjacent dwellings. Compatible means reinforcing typical features that the primary dwelling on the lot may have as well as other dwellings and outbuildings along the block. Outbuilding styles are not dictated by the ARB and architects and property owners are encouraged to design outbuildings compatible with the context of primary dwelling on the lot and adjacent historic dwellings. Replications or reproductions of historic designs are also appropriate and acceptable for Georgetown's historic residential areas. The erection of ancillary outdoor features may be appropriate if they are sited in rear or side yards not readily visible from the street and adequately screened.

STANDARDS

20.1 Repair or replace original materials with in-kind materials to match.

20.2 Original garages, carriage houses, sheds, and outbuildings that retain their historic architectural character should be preserved and maintained.

20.3 Original outbuildings should be repaired with materials to match the original. If original garage doors on contributing buildings are missing or damaged, sectional overhead roll-up doors and side-hinged doors of wood in historic designs are appropriate. For non-contributing buildings these designs are also recommended and doors of metal, composite, and other alternative materials will be considered.

20.4 Replace damaged or deteriorated sections of historic garages and accessory structures, only if deteriorated beyond repair and with in-kind materials to match the original. Where possible, replace only the damaged or deteriorated portions rather than the entire feature.

20.5 Outbuildings were often built without gutters and those of frame construction may have deterioration of the sills and lower siding materials. If this is the case consider only repairing these damaged areas rather than replacing the entire structure. Original foundation materials should be preserved and maintained.

20.6 New garages and outbuildings should follow the historic setback for an outbuilding or garage on the property or patterns of other garages and outbuildings in the streetscape or historic district.

20.7 Reconstruction of a missing or replacement garage or outbuilding must be based on accurate evidence of the original configuration, form, massing, style, placement, and detail and confirmed with photographs or other documentation of the original building.

20.8 The design of new garages and outbuildings should be secondary to that of the primary historic dwelling.

20.9 New garages and outbuildings should be compatible in size, scale, proportion, spacing, texture, setbacks, height, materials, color, and detail to the primary dwelling and should relate to similar secondary buildings along the block.

Only a small number of outbuildings from the 18th and 19th centuries remain extant in the historic district. This historic building is at the rear of the dwelling at 528 Front Street. It was originally used as a kitchen and moved from its original location to avoid demolition.

Many automobile garages from the 20th century continue to be used. At left is a ca. 1925 garage of patterned concrete block at 116 St. James Street and at right is a ca. 1950 garage at 110 St. James Street.

If replacement garage doors are needed on contributing buildings, sectional roll-up doors (above) and side-hinged doors (right) in traditional designs are appropriate.

20.10 Materials used for new garages and outbuildings should reflect historical development of the property. Materials used at exterior façades of garages and outbuildings were often different (and less costly) than that of the main dwelling. Materials that are appropriate for new secondary buildings include wood or brick. If frame buildings are constructed, alternative materials may be considered if they resemble traditional wood siding in texture, dimension, and overall appearance. Materials such as T1-11 siding are not sufficiently durable for exterior use and are not appropriate.

20.11 New outbuildings should be added in traditional locations such as along rear or side lot lines or in rear yards not readily visible from the public right-of-way.

20.12 The spacing and size of window and door openings in a new garage or outbuilding should be consistent with the historical development of the property and similar to their historic counterparts within the streetscape or historic district, as should the proportion of window to wall space.

20.13 Metal garage doors with a paneled design may be appropriate. These doors can be used on garages that are located at the back of the lot and are minimally visible from the street or public right-of-way. If the garage and garage doors are highly visible from a public street or located on a corner lot, install solid wood or wood garage doors with a paneled design.

20.14 At double garages, two single garage doors rather than one larger, double door shall be installed. This will maintain the scale and rhythm of older structures, making a two-car garage seem smaller and more compatible with the primary dwelling.

20.15 Pre-fabricated storage units less than six feet in height may be appropriate for back yards if not visible from the public right-of-way.

20.16 The appearance and location of a new outbuilding should be based on the appearance of the historic outbuilding if such existed. Use historic photographs and other documentation such as Sanborn Fire Insurance maps for guidance as to size and location of a previous outbuilding on the property.

20.17 If documentation of a historical outbuilding at the site is not available, the size, design, and location of a new outbuilding should be in keeping with other outbuildings in the block and historic district, and compliment the design of the main structure.

20.18 Garages and outbuildings should be located in the back or non-readily visible side yards.

20.19 If mechanical equipment, skylights, or solar panels are placed on the roof of a garage or other outbuilding, they should be set back or screened so that they are not readily visible from the public right-of-way.

20.20 Prefabricated carports and sheds are not permitted.

20.21 The installation or erection of ancillary outdoor features will be considered if [i] located in rear or side yards, [ii] of a scale appropriate for the location, [iii] built with materials traditionally found in the historic district such as wood or brick, and [iv] such feature compliments the architectural design of the dwelling or main building and other improvements on the property and adjacent properties. In some instances a readily visible ancillary outdoor feature may be required to be adequately screened to lessen its visual impact.

20.22 New carports should be located at the rear of dwellings and not visible. Most carport designs have flat roofs and metal support columns and are not compatible with historic building designs. Carports imitative of porte-cocheres (drive-thru wings on historic dwellings) with wood or brick columns, flat roofs, and wood construction may be added to sides of dwellings visible from the street. Carports should be reflective of the architecture of the house and not detract from the dwelling's original design.

These two contemporary garages are appropriate examples for new construction of outbuildings. At left is a two-story garage at 115 St. James Street. At right, the garage at 222 Broad Street has paneled glass and wood doors in a traditional design.

Garage doors should be in traditional designs such as paneled wood, glass and wood and diagonal board. At left are appropriate glass and wood doors at 529 Prince Street. At right are appropriate hinged garage doors at 220 Queen Street.

RESIDENTIAL PROPERTIES
21.0 SETTING—GRADE CHANGES AND LANDSCAPING

BACKGROUND

The ARB reviews actions in front yards such as grade changes and the introduction of landscaping materials. Overall, landscaping is not reviewed by the ARB but property owners are encouraged to maintain and preserve the tree canopies of oak and other species. Many of these trees are over one hundred years old and provide shade for dwellings and along the streetscapes. Dogwood trees are native and are important as under-story trees in the landscape. Although not truly indigenous, crepe myrtle and azalea bushes are common.

POLICY AND JUSTIFICATION

Grade changes in front yards which impacts the visibility of the property are reviewed by the ARB. Landscaping with trees and plants in Georgetown's historic areas generally does not require ARB review. However, it is recommended that mature planting patterns and designs be respected for their traditional character and that new trees and plants be placed so as to not obscure or damage, presently or in the future, significant character-defining features of the property. The utilization of plants native to the area is preferred to the introduction of non-native species. The preservation of existing shade trees is city policy and property owners must follow the regulations set forth in the Article XII tree protection section of the Zoning Ordinance.

STANDARDS

21.1 Do not increase the grade of a property unless necessary to elevate the dwelling to meet flood plain requirements.

21.2 Raised planting beds shall not be introduced in front yards.

21.3 Gazebos, pergolas and playground equipment must not be introduced in front yards.

21.4 Maintain plantings, especially native species, that reflect patterns of historic landscaping.

21.5 Landscape features that are original or pre-date 1960 such as walkways, retaining walls, curbs, stepping blocks, etc. should be preserved and maintained.

21.6 Railroad ties, cut wood, brick, concrete block, or any other unfinished structural materials should be avoided for front yards. Concrete block with a stucco wash may be appropriate.

Foundations are often important architectural features and should not be obscured or altered by changes in the grade of front yards (630 Highmarket Street).

Align landscaping features with the sidewalk and maintain the relationship with shade trees in the strip between the sidewalk and street (Prince Street at left and Screven Street at right).

RESIDENTIAL PROPERTIES
22.0 SETTING—WALKWAYS

BACKGROUND

Walkways which lead from the public sidewalks to dwellings display a variety of materials. Some dwellings retain their brick walkways laid in the 19th and early 20th centuries while others have concrete walkways original to the dwelling. Paving stones and modern brick materials are also widely used. Public sidewalks are owned by the City of Georgetown or the South Carolina Department of Transportation and are not subject to ARB review.

POLICY AND JUSTIFICATION

Property owners should repair and retain historic walkway materials as long as possible. If replacement is needed, materials should be match the original as closely as possible or owners may substitute traditional materials such as brick, concrete, crushed oyster shells, and sand. New walkways with these materials are appropriate. The use of asphalt for walkways is not appropriate and the use of this material is discouraged.

STANDARDS

22.1 Repair historic walkway materials with in-kind materials.

22.2 Replace non-historic walkways with traditional or compatible materials.

22.3 Replace historic walkways if determined to be non-repairable and with in-kind or compatible materials.

22.4 Retain existing historic walkway materials such as brick and concrete.

22.5 Replace damaged areas with in-kind materials as closely as possible.

22.6 New paving materials should be in traditional materials such as brick, concrete, oyster shells, and sand.

22.7 Avoid paving materials such as asphalt, bright white or colored concrete, and other non-traditional materials and colors.

The walkway at 902 Prince Street was designed with brick steps and pavers to follow the grade change.

The installation of brick pavers laid in traditional patterns is appropriate for new walkways (411 Front Street).

Brick walkways and concrete sidewalks are some of the most common designs in the historic district (527 Prince Street).

CHAPTER 5: RESIDENTIAL PROPERTIES
23.0 NEW CONSTRUCTION–ADDITIONS

BACKGROUND

Many of Georgetown's historic dwellings have been expanded with additions since their original construction. These additions vary in size but traditionally the additions have been added on rear elevations. In some cases lateral additions have been constructed or porches enclosed for living space. Some early additions may now have significance in their own right and merit preservation. In contrast, more recent additions may detract from the building's character and their removal may be appropriate. The ARB has allowed the construction of additions as long as they have been of appropriate size and scale, subordinate to the main dwelling, and of compatible materials.

POLICY AND JUSTIFICATION

Additions to contributing dwellings are permissible as long as they minimally affect historic materials, are not readily visible, are secondary in size and scale to the footprint of the original dwelling, and maintain the dominance of the original structure. The new addition should be distinguishable from the character of the original dwelling while blending with the overall design. An addition should be designed and constructed in a manner that would allow its potential removal in the future with minimal effect to the historic structure. For non-contributing buildings there may be additional flexibility in the design and size of rear additions.

STANDARDS

23.1 Additions should be appropriate to the architectural style of the existing building and must be blend with those characteristics of the subject building and adjacent buildings and streetscapes.

23.2 New additions should be constructed on the rear elevation or on a non-character-defining elevation of an existing building and not readily visible. Character-defining features of buildings should not be radically changed, obscured, damaged, or destroyed by an addition. The existing historic building fabric should not be damaged by the installation of a new addition.

23.3 The design of an addition to a historic building must be distinguishable from the original historic building.

23.4 The connections between an addition and the historic building should be visibly discernible. A transition between the new addition and the historic structure should be identifiable and maintained.

Examples of appropriate rear additions include the one-story addition at 411 Front Street (left) and the one-and-one-half story addition at 421 Front Street (right).

At left is a one-story addition attached by a connecting wing at 318 Cannon Street. At right is an appropriate rear elevator wing added to the Winyah Indigo Society Hall at 509 Prince Street.

23.5 For additions and/or alterations to the primary building façade, the main entrance should be oriented towards the street.

23.6 Additions shall respect the scale and massing of neighboring historic buildings. Large additions may be required to be divided into smaller components similar in scale to the original building and neighboring historic buildings.

23.7 Additions should be designed to respect the established front and side yard setbacks present in the overlay district.

Adding a second story to a one-story dwelling is not appropriate as shown in example A. The rear addition in example B is a more appropriate solution for adding living space.

<u>TechnicalInformation</u>
NPS Preservation Brief #14
New Exterior Additions to Historic Buildings:
Preservation Concerns
Www.nps.gov.history/hps/tps/briefs/brief14.htm

RESIDENTIAL PROPERTIES
24.0 NEW CONSTRUCTION–DECKS

BACKGROUND

Rear decks were not widely built until the mid-20th century when they became popular for Minimal Traditional and Ranch style dwellings. These styles typically lacked large porches on the primary façade, and so outdoor space was added at the rear. Decks differ from porches in that they are structures which are not enclosed or roofed. In recent decades the addition of decks on rear and side elevations of historic dwellings to create additional outdoor space has also become common.

POLICY AND JUSTIFICATION

Decks are typically not historic elements. As modern features, they should be designed and placed to minimize their impact on a dwelling's appearance. As in the case of adding rooms, wood decks should only be built at the rear of dwellings or on non-readily visible side elevations for both contributing and non-contributing buildings. Decks should be screened from the street by fencing or landscaping. Installation of decks should not result in the loss of historic fabric and should be reversible.

STANDARDS

24.1 Decks, patios, and other outdoor spaces should be located at the rear of dwellings. If built on the side of a dwelling the deck should be screened from street view with fencing and/or landscaping.

24.2 If of wood, decks should be stained or painted to match or blend with the colors of the dwelling if visible.

24.3 Decks should be simple rather than ornate and of a design that does not detract from the house, adjacent properties, or the historic district. If visible, wood decks are recommended to have wood balusters set no more than 3 inches apart. Balusters should be no more than 2 inches in width and depth.

24.4 Decks of wood construction are recommended. Alternative materials may also be considered if the deck is not readily visible and if compatible with traditional materials in texture, design, and overall appearance.

Above is an example of an appropriately placed and sized rear deck at 816 Prince Street. Small side decks are also appropriate if they are designed to complement the architectural character of the dwelling as at 909 Prince Street below.

RESIDENTIAL PROPERTIES
25.0 NEW CONSTRUCTION–ELEVATING DWELLINGS

BACKGROUND

Georgetown is one of many coastal cities affected by flooding and high water issues. Much of the Georgetown Historic District is within a flood zone and elevation design standards are required to protect significant historic buildings from flooding and hurricane storm surges. Elevation design standards are intended to conserve the historic character of the historic district in a proactive manner.

POLICY AND JUSTIFICATION

The proposal to raise a historic building some feet above its original construction site may seem contradictory to traditional preservation practices. Yet, to protect significant resources sometimes requires modifications to a site or structure. By developing elevation design guidelines, owners of historic properties will be able to consider options that preserve their properties' integrity with minimal visual impact.

Historically, building design in flood-prone regions incorporated the raising of structures. This organic approach to natural weather cycles can be applied today through analysis of historical models. A recurring theme in design guidelines for historic districts is the importance of the overall character of a collection of properties. By applying a standardized elevation solution, design guidelines for elevation of historic buildings will encourage a unified approach to the practice. These elevation design guidelines are intended as an aid for appropriate design and not as a list of steps for codes compliance. Property owners and other stakeholders must also consider Georgetown's National Flood Insurance Program (NFIP) rating, and therefore, the flood insurance rates and local floodplain regulations and requirements when determining the best approach for each historic property.

Owners of historic dwellings are exempt from most Federal Emergency Management Agency (FEMA) compliance requirements allowing substantial improvements to be undertaken without bringing the property into compliance with current FEMA regulations. This would only apply to contributing dwellings in the Historic District.

STANDARDS

25.1 House forms such as Georgian/Federal, Georgetown Single House, Greek Revival, Italianate, Queen Anne, Folk Victorian, and related styles were typically built on raised brick foundations. The elevation of these styles through the addition of higher piers and/or raised earth grade may be appropriate.

25.2 Twentieth century house forms which were built on or close to grade such as Colonial and Tudor Revival, Minimal Traditional, and Ranch should be elevated through sloped earth grades or terracing.

25.3 Terracing or structural elevation should only occur when necessary to meet flood plain requirements.

25.4 Property owners should consult with local building code official and ARB staff to determine an appropriate elevation level and related methods to mitigate associated project impacts on historic buildings. Additionally, a property owner seeking federal or state historic tax credits or grants must engage in early discussions with the State Historic Preservation Office pertaining to those requirements.

25.5 Raised foundations of brick may be in traditional forms such as solid or pierced. The screening of brick foundations through landscaping is encouraged. The stuccoing of brick foundations may be an appropriate treatment for the surface. Between brick piers lattice panels in traditional designs and materials should be used rather than vertical board siding, plastic or metal panels, and other inappropriate materials.

25.6 Increasing foundation heights through the use of concrete block, split-faced concrete block, or other concrete block materials should not be used unless concrete was the original material.

25.7 New stairs and landings introduced to accommodate elevation changes must complement the design of the existing façade, which may already include porch structures and related details.

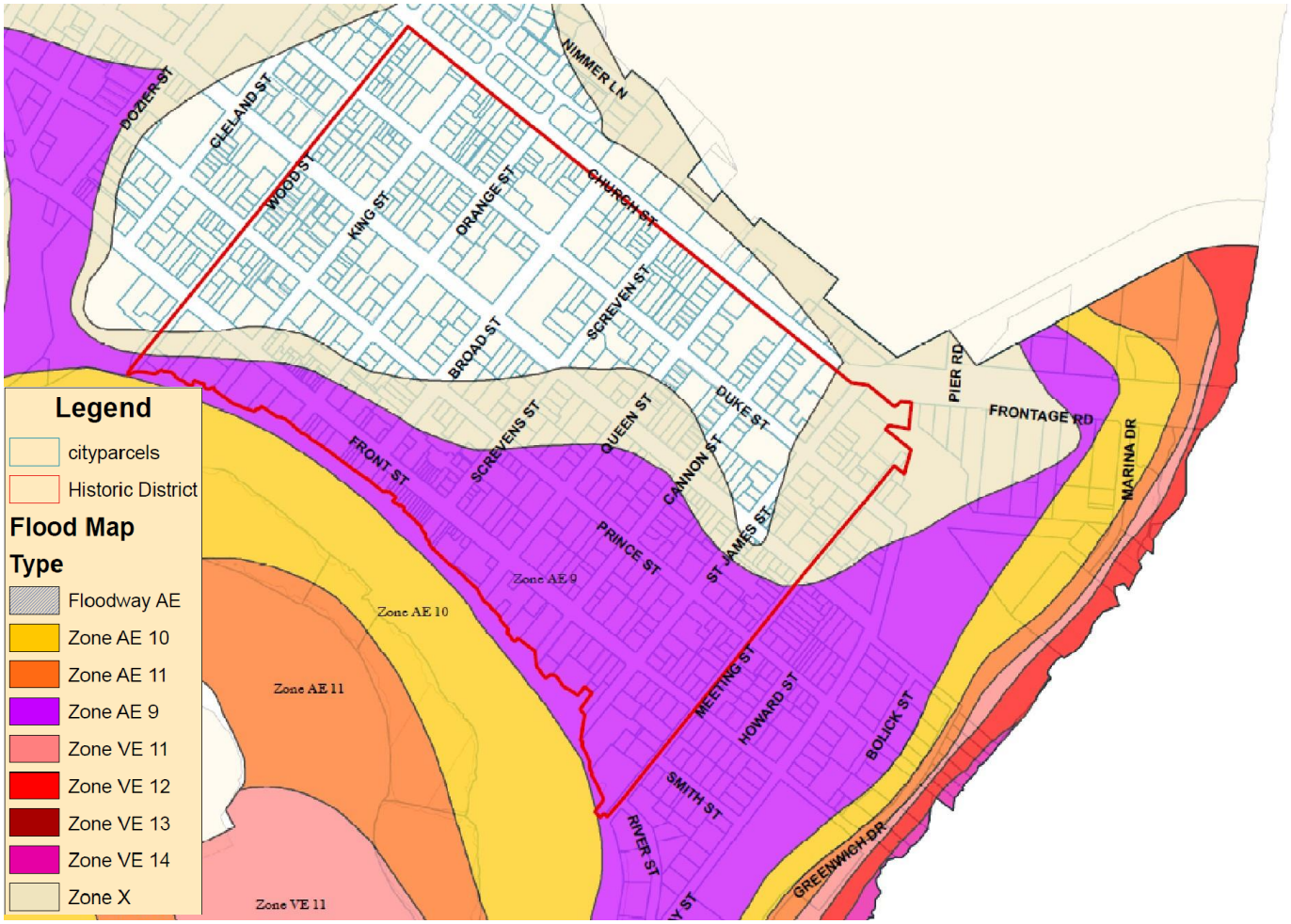
25.8 An elevation plan should retain the historic footprint of the dwelling and its location.

25.9 Retain and preserve site features and their relationships that contribute to the overall historic character of the dwelling and the historic district, including landscaping, sidewalks, retaining walls, fences, foundations, driveways, and views.

25.10 Protect large trees and other significant site features from construction activities. Avoid compaction of the soil within the drip line of trees.

25.11 Elevate HVAC units or any other exterior equipment as inconspicuously as possible. Consider relocating HVAC equipment to rear roof lines not readily visible from the street.

Elevating this historic dwelling by 9 feet only using foundation piers adversely effects its original design and integrity (Photo courtesy of FEMA).



The 2017 FEMA Flood Insurance Rate Map for the city shows the various flood zones for the Historic District.

<u>TechnicalInformation</u> Elevating Historic Dwellings
Www.msdisaterrecovery.com/documents /historic_prop_grant_app.pdf
Www.fema.gov/pdf/rebuild/mat/sec5.pdf

Elevation Design Guidelines for Historic Homes in the Mississippi Gulf Region
Www.n.j.gov/dep/npo/hrrcn_sandy_pdf%20files/ mississippi.pdf

Elevation Design Guidelines for Historic Buildings in the Louisiana GO Zone
Www.crt.state.la.us/Assets/OCD/hp/Uniquely-Louisiana

Elevating a historic dwelling by 4 feet or less can be accomplished by increasing the foundation height and then screening the added height through landscaping.

This dwelling illustrates an elevation of 4 feet which is screened through landscaping (Photo courtesy of FEMA).

Elevating dwellings up to 9 feet should include a combination of terracing and increasing

This historic house in Louisiana was elevated eight and 8 1/2 feet primarily by raising the earth grade which preserved its overall design and character (Photo courtesy of Louisiana Division of Historic Preservation).

RESIDENTIAL PROPERTIES
26.0 NEW CONSTRUCTION–PRIMARY DWELLINGS

BACKGROUND

Georgetown is fortunate in having relatively few vacant lots in its historic district and there is a great deal of continuity on most blocks. The vacant lots that do exist in the city provide development opportunities for new construction. Construction of a new primary dwelling may also be necessary when a property is lost due to fire, flooding, or other disaster.

POLICY AND JUSTIFICATION

The general approach to new construction is for it to be compatible with adjacent dwellings. Compatible means reinforcing typical features that buildings display along the block such as similar roof forms, materials, window and door sizes and placement, porch size and location, and foundation heights. House styles are not dictated by the ARB and architects and property owners are encouraged to design houses compatible with the context of the lot and the historic dwellings along the block. Replications or reproductions of historic designs are also appropriate and acceptable for Georgetown's historic residential areas.

STANDARDS

New primary dwellings should maintain, not disrupt, the existing pattern of surrounding historic buildings along the street by being similar in:

- **Shape** Variations of rectangular and square forms are most appropriate for Georgetown's historic residential areas.

- **Scale (height and width)**. The residential area of the Georgetown Historic District is zoned R4 which restricts new construction to no more than two and one-half stories or 35 feet in height. This maximum height would be appropriate for most blocks within the residential blocks of Georgetown where most dwellings have building heights varying from 15 to 35 feet. On blocks that have predominately one-story buildings, new construction of one to two stories would be more appropriate.

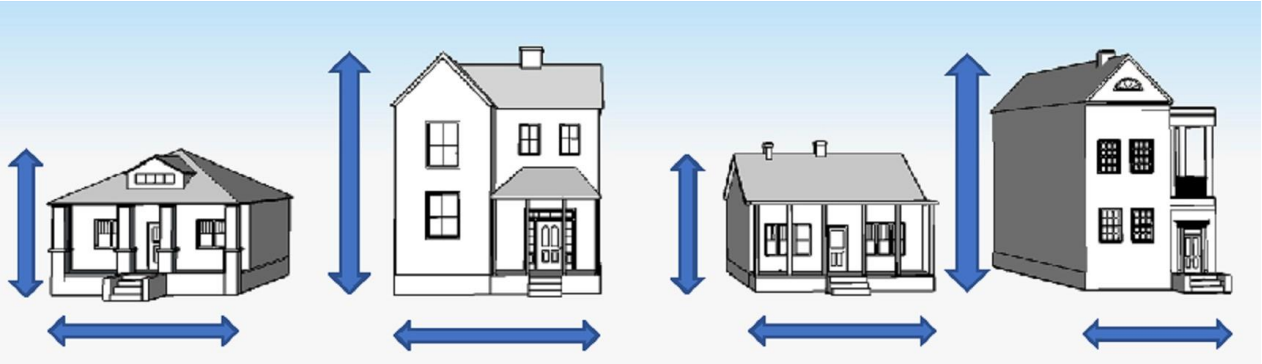
- **Roof shape and pitch**. Roof slope ratio for new construction should be a minimum of 6:12 to a maximum of 12:12 (6:12 refers to 6 inches of rise to 12 inches of run in measuring slopes). Roof forms of gable and hipped variations are most appropriate. Mansard and gambrel roof forms are not historically appropriate for the district and are discouraged.

- **Orientation to the street**. Georgetown has dwellings which have their primary façades facing both the street and side yards. New construction should reflect the orientation found along the block in which it is sited.

New construction should be compatible with dwellings along the block in orientation to the street.

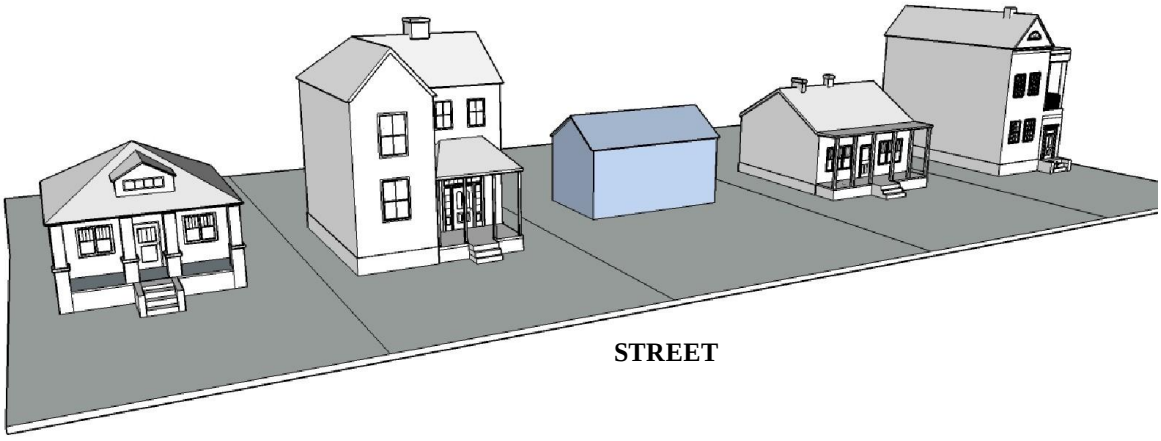
- **Location and proportion of porches, entrances, windows, and divisional bays.** Almost all of the dwellings within Georgetown's historic residential areas have some type of porch on the main or secondary façade. Porches on new construction should have roof forms of gable or shed design and at least cover the entrance. Porches which extend partially or fully across the main facade are recommended. Porch columns and railings should be simple in design in square or round shapes. Columns should be in scale with the house and reflect typical diameters and dimensions of historic porch columns. Porch railings should have balusters which are no more than 2 inches square or in diameter. Windows should be wood frame double hung rectangular sash designs whose proportions on the main façade should not exceed three-to-one in a height to width ratio or be any less than two-to-one in height-to-width (two-to-one proportions are preferred). Alternative materials for windows will be considered if they are compatible with traditional window designs found in the historic district and are similar in texture, design and overall appearance.

- **Foundation height**. Most historic Georgetown dwellings are on foundations which are 2 feet to 6 feet in height. Foundation heights for new buildings should be similar to those of adjacent historic dwellings depending on the property's location in the flood plain and FEMA requirements. Much of the Georgetown Historic District is in Zones AE9 and X which requires the elevation of new construction. The foundation height differences between the new construction and adjacent historic dwellings should be minimized through the use of grading, terracing, landscaping, berming, and compatible materials.



New construction should be compatible with dwellings along the block in height and width.

New construction should be compatible with dwellings along the block in roof forms—most roofs in Georgetown's historic areas are of gable or hipped design.



New construction should be compatible with dwellings along the block in setbacks from the street. The Georgetown Historic District has several blocks with varied setbacks and new construction should be consistent with adjacent buildings.

- **Porch height and depth**. Porch heights should be consistent with those of adjacent dwellings. Porch depths should be a minimum of 4 feet.

New construction should respect the side yard setbacks and alignment to be consistent with adjacent dwellings along the block.

- **Lot placement**. Front and side yard setbacks should respect the setbacks found along the block on which the building is sited. Building setbacks from the street should never be less than the minimum adjoining setbacks.

New construction should respect the spacing between adjacent dwellings to be consistent along the block.

- **Material and material color**.

  Foundations: Most existing foundations are of brick and brick pier and this foundation material is preferred for new construction. Poured concrete and split faced concrete block are not acceptable foundation materials. If smooth concrete block is used, a stucco wash is recommended to provide a more compatible surface. Foundations must be compatible with the architectural style of the building.

  Roofs: Existing roofs in the district are of asphalt shingle, metal, and clay tile. For new construction, materials that are compatible in type, color, and texture with adjacent properties should be used. Shingles should be of a dark color, predominantly dark gray or brown. Metal roofs should be of traditional colors not bright or glaring, and of traditional profile.

  Brick Dwellings: If the new construction is of brick, the brick should closely match typical mortar and brick color tones found in the district and along the block.

  Frame Dwellings: If the new construction is of frame, the preferred exterior material is horizontal wood siding which is a minimum of 4 inches and a maximum of 9 inches in width. Board and batten siding is also an appropriate design for new construction. Alternative materials such as smooth-face fiber cement board may be considered if the material is similar to historic wood profiles in texture, design, and overall appearance. Siding variations such as T1-11 and oriented strand board (OSB) are not appropriate for primary dwellings and will not be approved. The use of vinyl or aluminum siding is not appropriate for the historic district and will not be approved.

  Windows: Wood construction is preferred for windows, especially those on the fronts of buildings. However, alternative materials may be considered if the match historic window profiles in dimension, texture, and overall proportions. The use of full-view or appropriately sized powder-coated aluminum storm windows is appropriate.

- **Details and texture.** The width of window and door trim should be at least 3 1/2 inches. Roof eaves should have a minimum depth of 8 inches. New construction should have details consistent with adjacent historic buildings including eave widths, soffit details, and fascia boards.

These infill dwellings are modeled after the historic Georgetown Single House plan, a two-story, gable-front house with a lateral side porch. It is a popular design for new construction in Georgetown. Above left is 315 Prince Street and at right are 717 and 713 Highmarket Street.

At left is another infill example of a Georgetown Single House at 205 Broad Street. The dwelling at right is compatible infill at 212 Screven Street. The house has a raised foundation on brick piers, a full-width front porch, and appropriately sized windows and entrances.

RESIDENTIAL PROPERTIES
27.0 NEW CONSTRUCTION–RAMPS, LIFTS, AND ELEVATORS

BACKGROUND

Ramps, chair lifts, and elevators may be requested by property owners to assist in providing wheelchair access to homes or to dwellings converted into office and commercial use. Such ramps and lifts will be required to meet Americans with Disabilities Act (ADA) requirements with appropriately sloped ramps and graspable handrails.

POLICY AND JUSTIFICATION

The addition of new ramps, wheelchair lifts, and elevators to historic dwellings may be required to provide access meeting the needs of residents and visitors. The ADA Act provides flexibility in compliance for historic dwellings. The City staff and ARB will base its review of such proposed new construction on whether the external modifications will compromise the architectural integrity of the building or the historic character of the building and site. Property owners should contact the City staff early in the planning stages for professional assistance on such projects and to work with building code officials in investigating alternative methods of meeting requirements for historic dwellings. Add ramps, lifts, and elevators to rear elevations and side elevations not readily visible from the public right-of-way. Adding ramps and lifts on primary façades will not be approved unless this is the only feasible alternative for access. If the need for access is only occasional, consider temporary ramps rather than permanent ones.

STANDARDS

27.1 Ramps and chair lifts shall be added on rear or side elevations not readily visible.

27.2 Introduce new or additional means of access, if needed, that are reversible and do not diminish the original design of a character-defining entrance, porch, or elevation.

27.3 Locate access ramps as discreetly as possible to diminish their impact on all dwellings in the historic district, preferably on a secondary entrance. Keep designs simple and minimal in size and compatible with the scale, materials, and details of the building.

27.4 Locate ramps, chair lifts, or elevators on rear or inconspicuous side elevations. To diminish their impact, design these elements to be compatible with the architectural character, proportion, scale, materials, and finish of the historic dwelling. Elevators can sometimes be sensitively installed inside a house without affecting rooms, features, or details.

Examples of appropriate ramps at 906 Prince Street (left) and the Beth Elohim Synagogue (right). These ramps are located on side elevations, screened through landscaping and have compatible materials.

For residential properties converted to commercial or offices use, ramps should be sited on rear or side elevations such as this ramp at 624 Front Street.

This chair lift design at 1019 Front Street provides access from a dedicated parking space, is screened by landscaping and only a small section of the porch was required to be removed.

<u>TechnicalInformation</u>
NPS Preservation Brief #32
Making Historic Properties Accessible
Www.nps.gov.history/hps/tps/briefs/brief32.htm

CHAPTER 6: COMMERCIAL PROPERTIES - 28.0 DETAILS–ARCHITECTURAL FEATURES

BACKGROUND

Georgetown's commercial buildings display a wide variety of architectural details from the 19th and 20th centuries. Architectural details convey historic character by adding visual interest, defining building styles, and exhibiting design and craftsmanship. Architectural details include features such as columns, pilasters, window hoods and surrounds, brackets, cornices, and decorative panels, windows, and ornamentation. A variety of finishes and materials, including brick, stone, concrete, metal, terra cotta, and tile, are used to provide unique features of individual buildings.

POLICY AND JUSTIFICATION

Preserve and maintain historic architectural details and features, as they are important stylistic elements that help to define a building's character. Do not remove or conceal historic architectural details. If repair or replacement is necessary, match replacements to the original as closely as possible in material, design, color, and texture.

STANDARDS

28.1 Repair in-kind of architectural features with materials, form, scale, and design which match the original.

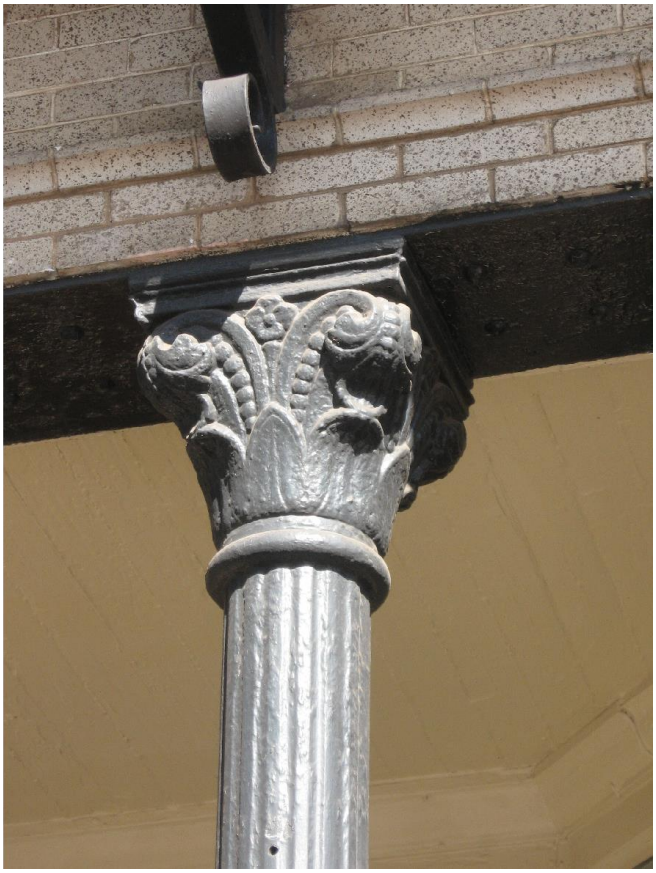
28.2 Replace architectural features to match the original as closely as possible in materials, form, scale, and design.

28.3 Do not remove or alter original architectural details from the building.

28.4 Do not add inauthentic details to the building. Added architectural details to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.

28.5 Do not cover or conceal architectural details with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

28.6 The replication of details with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.



Architectural details include features that convey the architectural style or period of a building like the classical pilaster and Ionic volute at 807 Front Street (top left) and the cast iron columns at 732 Front Street (upper right). Decorative details are also present on the sheet metal upper façades at 701-703 Front Street (lower left) and 801-803 Front Street (lower right).

COMMERCIAL PROPERTIES
29.0 DETAILS–AWNINGS

BACKGROUND

Canvas or fabric awnings came into prominence for providing shade and protection to pedestrians and shoppers in the 19th century and were widely used on Front Street. Along a commercial block, a continuous row of awnings helps distinguish individual storefronts and also provide color and vibrancy. Awnings declined in use after the mid-20th century when air conditioning became widely available. Awnings are once again becoming popular to assist with energy conservation and reinforce the historic character of an area. Awnings also offer the business owner additional surface area for signage.

POLICY AND JUSTIFICATION

The installation of awnings is appropriate as long as they are correctly sized to the opening and of fabric or canvas materials. Sloped or shed awnings are the traditional awning type and are appropriate for most historic commercial buildings. A curved awning is appropriate only for an arched window or door opening. Metal awnings came into use in the 20th century and are appropriate for storefronts of that period. The installation of awnings should utilize the least amount of anchor hardware possible to minimize damage to historic materials and be as reversible as possible.

STANDARDS

29.1 Repair existing awnings with in-kind materials.

29.2 Replace awnings with appropriate materials, design, and dimensions.

29.3 Install new awnings on buildings at traditional locations such as over storefronts and upper façade windows.

29.4 Awnings should be of canvas, vinyl-coated, or acrylic material. Metal awnings should only be added on non-contributing buildings or where there is physical or photographic evidence that such an awning was original to the building.

29.5 Awnings should not cover or conceal significant architectural details.

29.6 Awnings should be of colors to blend with the building.

29.7 Awnings should be fixed in place and not “roll-up” design.

29.8 On storefronts, awnings should be continuous either above or below a transom (if present) and not divided into individual sections.

29.9 Upper floor windows should have their own individual awnings and not a continuous awning across the entire façade.

29.10 Awnings should fit the opening—rectangular window and door openings should have straight across shed type awnings, not bubble or curved forms. Awnings over windows with rounded or oval shapes should have curved awnings to match the opening.

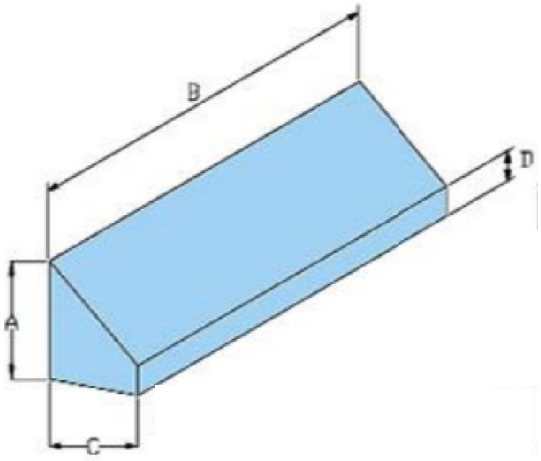
29.11 Metal awnings may be added on rear or non-readily visible side elevations.

29.12 Awning installation should be with the least amount of anchor hardware possible and be readily reversible if removed.

29.13 Awnings should be appropriately sized, extend out no more than 7 feet and not encroach over the sidewalk, right-of-way.

29.14 Property owners are encouraged to consult with the Main Street Georgetown Business Association on appropriate awning designs.

The commercial building at 707 Front Street displays an appropriate storefront awning and window awnings on the upper façade.



Awnings for storefronts and windows should be of traditional designs and proportions such as the shed awning depicted at left.

COMMERCIAL PROPERTIES
30.0 DETAILS–BALCONIES

BACKGROUND

Most buildings along Front Street were built with windows on the upper façade rather than doors leading to balconies. Balconies were built of both frame and metal materials. Original balconies are character defining features of a building.

POLICY AND JUSTIFICATION

Original balconies should be repaired, preserved, and maintained. Those on the primary façades of buildings should not be enclosed with wood or glass panels. If repair of balcony elements is required, use materials to closely match those which exist. If balcony elements such balusters or floor boards are deteriorated and need replacement, alternative materials will be considered if they match the original in dimension, design, and texture. If an original balcony is missing, a new one may be constructed based upon photographic or physical evidence, or based upon the design of similar style and age buildings.

STANDARDS

30.1 Repair balcony elements with in-kind materials to match the original.

30.2 Replace balcony elements with materials to match the original.

30.3 Balconies should be maintained in their original configuration and with original materials and detailing.

30.4 Balconies should not be removed if original.

30.5 Balconies should not be enclosed with glass or wood panels.

30.6 Balconies that have missing balusters should be rebuilt based upon photographic or physical evidence. If no evidence exists, they should be rebuilt in keeping with balconies of similar building style and age.

30.7 Balconies should not be added to contributing buildings unless there is photographic or physical evidence that a balcony was original to the building.

The original metal balcony at 732-734 Front Street is a character-defining feature of this building (above). Below are metal balconies on the non-contributing building at 800 Front Street.

COMMERCIAL PROPERTIES
31.0 DETAILS–CAST IRON AND METAL FAÇADES

BACKGROUND

Front Street contains an impressive collection of 19th and early 20th century façades of cast iron storefronts and sheet metal upper façades. Most of these were manufactured by the George Mesker and Company, Ironworks of Evansville, Indiana. This company provided standardized plan storefronts and entire building facades of iron and other metals which were shipped across the country. The cast iron and metal façades on Front Street overall remain in good condition and are important architectural components of downtown.

POLICY AND JUSTIFICATION

Cast iron and metal façades are important character-defining features and should be preserved and maintained. Damaged areas should be repaired with materials to match or appropriate epoxies. In-kind materials should be used when replacement is necessary. The replacement of deteriorated or missing metal features with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

STANDARDS

31.1 Repair cast iron and sheet metal with in-kind materials or appropriate metal epoxies.

31.2 Replace missing features to match the original as closely as possible in materials, form, scale, and design.

31.3 Clean cast iron and sheet metal using the gentlest cleaning methods possible. For removal of paint buildup or corrosions on cast iron, wrought iron, and other metals, hand-scraping and wire brushing may be appropriate. If necessary, low pressure dry grit blasting (less than 100 pounds per square inch) may be appropriate as long as it does not damage the surface. Metal panels similar to the original material should be tested first to ensure damage to the historic feature does not occur.

31.4 Repair metal features by patching, splicing, or otherwise reinforcing the metal using recommended preservation methods. For extensively deteriorated or missing parts, repair may also include limited alternative materials. Replicate missing elements with new metal to match the original as closely as possible in texture, profile, and appearance.

31.5 Do not cover or conceal historic cast iron or metal façades.

The metal façades at 801-803 Front Street are significant designs in the downtown area and display a wide variety of details.

Examples of cast iron columns at 633 Front Street (left) and cast iron pilasters at 703 Front Street (right).

<u>TechnicalInformation</u>
NPS Preservation Brief #27
The Maintenance and Repair of Architectural Cast Iron
Www.nps.gov.history/hps/tps/briefs/brief27.htm

COMMERCIAL PROPERTIES
32.0 DETAILS–CORNICES

BACKGROUND

Cornices are designs at the roofline of buildings which provide a decorative element. Cornices sometimes were inscribed with the names of the owner or dates of construction. These elements were built of corbelled brick, stone, and sheet metal in the 19th and early 20th centuries. The proportion, shape, and, pattern of a building cornice contributes to the historic character of a building and helps convey its style and period.

POLICY AND JUSTIFICATION

Character-defining cornices should be preserved and maintained, repaired as needed, and replaced with appropriate materials only if repair is not possible. If historic cornices are damaged, replacement should be as limited as possible, retaining as much of the historic fabric as possible. In-kind materials should be used when replacement is necessary. The replacement of deteriorated or missing cornices with alternative materials may be considered if the material matches closely in texture, design, and overall appearance.

STANDARDS

32.1 Repair cornices with in-kind materials, form, scale, and design that match the original.

32.2 Replace cornices that match the original as closely as possible in materials, form, scale, and design.

32.3 Do not remove or alter original cornices from the building.

32.4 Do not add inauthentic cornices to the building. Added cornices to a property must be accurately based on physical, pictorial, or historical evidence in materials, scale, location, proportions, form, and detailing.

32.5 Do not cover or conceal cornices with synthetic materials such as vinyl, aluminum, exterior insulation finishing systems (EIFS), or similar materials.

A number of buildings have corbelled brick cornices such as at 930 Front Street (above).

Front Street displays a wide variety of sheet metal cornices at rooflines which display the architectural style or period of a building. At upper right is the cornice at 901-903 Front Street. Another sheet metal cornice is at 701 Front Street (middle right) and an elliptical cornice is at the building at 632 Front Street (bottom right).

COMMERCIAL PROPERTIES
33.0 DETAILS–DOORS AND ENTRANCES

BACKGROUND

Many of the commercial buildings along Front Street have original doors and entrances. Single-light glass and wood doors allowed the viewing of merchandise inside and these doors were often decorated with raised panels. Many doors also have details such as transoms, sidelights, and/or decorative surrounds.

POLICY AND JUSTIFICATION

Preserve historic façade entrance elements including original doors, surrounds, sidelights, and transoms whenever possible. If historic doors or entrance components are damaged, replacement should be as limited as possible. Use in-kind materials when replacement is necessary. Retaining original entrances and their decorative elements is an important part of preserving a building's character.

STANDARDS

33.1 Repair original doors and entrance elements with in-kind materials that match the original in materials, profile, and dimensions.

33.2 Where repair is not possible, replace with a new door or entrance elements with similar materials, profile, and dimensions consistent with the building's architectural style.

33.3 Do not remove, alter or enclose historic entrances, their doors, surrounds, sidelights, transoms, or detailing. Repair and reuse original hardware which remain operable.

33.4 Where original doors have been removed, replace them with an appropriately styled door for the building. The new door should be based on doors of similar age and architectural style of adjacent buildings. If the original design is unknown, a secondary entrance may contain an original door that can be moved to the main entrance. Salvage companies may also have historic doors available.

33.5 The addition of a new entrance to meet life and safety codes should be sited at rear or side elevations that are not readily visible.

The storefronts at 734 Front Street (left) and 714 Front Street (right) retain original double doors of single-light glass and wood design.

When the original doors are missing, add single-light glass and wood design doors such as those at 807 Front Street.

COMMERCIAL PROPERTIES
34.0 DETAILS–LIGHTING

BACKGROUND

With the introduction of electricity, exterior wall light fixtures were added to Georgetown's historic commercial buildings to illuminate entrances and signage. The earliest types of light fixtures included curved or "gooseneck" designs as well as simple circular designs. A variety of light fixtures were available to commercial property owners by the mid-20th century.

POLICY AND JUSTIFICATION

Light fixtures that are original to a building should be preserved and maintained or repaired as needed with matching materials. If repair is no longer possible, replacement with a new fixture in keeping with the building's style is appropriate. Light fixtures should be appropriately placed to provide a diffusion of light. New light fixtures should be of traditional early 20th century designs rather than replicating Colonial-era imitation fixtures which would not be historically accurate for Front Street buildings.

STANDARDS

34.1 Light fixtures original to a building should be preserved and maintained or repaired with materials to match as closely as possible.

34.2 Replace original light fixtures with designs matching the original fixture as closely as possible.

34.3 Light fixtures should be correctly scaled to the building and not oversized.

34.4 Light fixtures are encouraged to be of traditional designs such as gooseneck or metal pan.

Colonial design light fixtures like those depicted above are inappropriate for the age and character of the commercial buildings on Front Street and should not be added on primary façades.

34.5 If added to decks, light fixtures on poles or deck railings are discouraged. Hooded or directional light fixtures are encouraged to protect the boardwalk and waterfront from light pollution.

34.6 Neon may not be added except as permitted by the City's Sign Ordinance on the interior or exteriors of buildings or display windows.

Examples of appropriate light fixtures for commercial buildings include gooseneck designs (upper left), and circular metal can designs (upper right). Below is an example of multiple modern fixtures which are contemporary in design but retain traditional curved forms.

COMMERCIAL PROPERTIES
35.0 DETAILS—MECHANICAL SYSTEMS

BACKGROUND

When electrification came to Georgetown in the late 19th century, commercial buildings were retrofitted with new types of heating and cooling units. Electric wires and meter boxes were added to buildings and later other types of mechanical systems such as exterior condensers became common. In recent decades, cellular equipment, satellite dishes, and other features have been added.

POLICY AND JUSTIFICATION

Mechanical systems such as heating and cooling condensers, satellite dishes, and similar equipment should be placed at rear elevations or on rooftops, where they are not readily visible to the public.

STANDARDS

35.1 Mechanical systems should be located on rear elevations or roofs which are not readily visible from the public right-of-way.

35.2 The addition of air conditioning units in window openings should only be in windows on rear or non-readily visible side elevations. This installation should not result in the loss of the original window and be reversible if the unit is removed at a later date.

35.3 Mechanical units such as electrical and gas meters should be as unobtrusive as possible and mounted on rear elevations.

35.4 Roof-mounted equipment should be placed with a deep setback from the edges of roofs or behind a façade parapet so that it is not visible to pedestrians and does not detract from the historic character of the building.

Rear elevations as at 117 Screven Street (left) and 627 Front Street (right) are appropriate locations for heating and cooling units, electrical meters and conduits.

These examples show appropriate placement of condensers at rear roof lines of a commercial building (left) and effective screening of mechanical systems with fencing (right).

COMMERCIAL PROPERTIES
36.0 DETAILS—PAINT AND PAINT COLORS

BACKGROUND

The commercial buildings along Front Street are a mix of both unpainted and painted primary façades. Many of the buildings from the 19th century were never intended to be painted and have contrasts in their brick designs and colors. However, some buildings from this period and the early 20th century were painted upon their completion and have had numerous paint coatings and colors over time.

Most of the painted commercial buildings on Front Street have one color for both the body of the building as well as trim such as window surrounds and cornices. Italianate buildings of the late 19th century were typically painted with tones such as dark greens and reds and with even darker trim colors. By the early 20th century lighter tones were often used with one or two darker trim colors.

POLICY AND JUSTIFICATION

Paint colors do not require review or approval by the City staff or ARB. However, owners are encouraged to conduct paint analysis on their buildings and match those colors or follow color palettes appropriate to the building's period and style. Photographic or physical evidence may be able to show whether the building was originally painted or not. If the building was originally unpainted following its completion then it may be appropriate for property owners to remove the paint through chemical strippers or other approvable methods and restore the original brick color beneath. Masonry surfaces which have not been previously painted should not be painted unless the brick and/or mortar is mismatched. Spray-on paint coatings should be avoided since the permeability of these products and their longevity has yet to be demonstrated.

STANDARDS

36.1 Paint colors and the paint application process are not reviewed by the ARB. However, owners are encouraged to use paint colors in keeping with their dwelling's style and age.

36.2 Painting of previously unpainted masonry surfaces is not appropriate but may be considered if the masonry and/or mortar has become mismatched or discolored.

36.3 The use of spray-on siding coatings is discouraged in the historic district. These products have not been demonstrated to have sufficient permeability to allow a building to "breathe" and their life expectancy is unknown.

36.4 Traditionally, most historic commercial buildings had no more than three colors—wall, trim, and storefront—and this approach to exterior paint colors is encouraged.

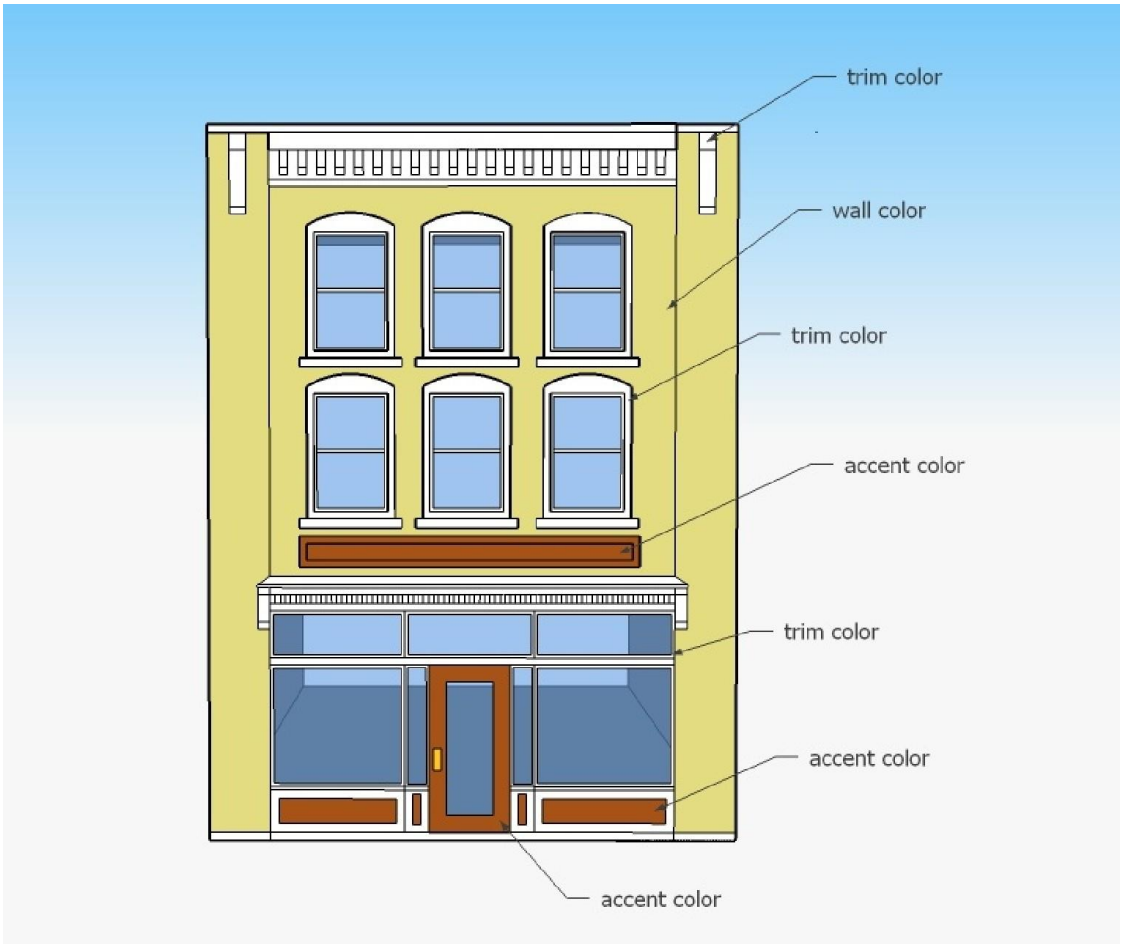


Illustration of appropriate locations and variations for paint colors on a three-story historic commercial building.

Contrasting paint colors for the body of the building and trim are used on the upper façades of 701-703 Front Street.

COMMERCIAL PROPERTIES
37.0 DETAILS–ROOFS

BACKGROUND

Roof shape and design are often major features for historic buildings. Repetitions of similar roof forms along a street or block add to the sense of rhythm, scale, and cohesiveness. Roof pitch, materials, size, and orientation are all contributing factors to roof character and appearance. The most common roof forms for commercial buildings are flat or shed roofs, with gable and hipped forms being less common. Common commercial roof features include parapets and cornices. Skylights were sometimes added at roofs to provide interior light.

POLICY AND JUSTIFICATION

It is unlikely that any historic roof materials remain extant on Georgetown's commercial buildings and property owners may use asphalt based, metal, or other roofing materials as desired. The traditional roof shapes should not be altered through the addition of a gable or hipped roof addition at the roofline. Roofs are appropriate locations for mechanical units which are recessed from public view. If enclosed, historic skylights may be reopened and new skylights may be added which are not visible from the public right-of-way. Gutters and downspouts should be added at rooflines on rear elevations and be designed to blend with the exterior masonry color.

STANDARDS

37.1 Repair a non-historic roof material with an in-kind material.

37.2 Replace a non-historic roof material with an in-kind or appropriate replacement material.

37.3 Skylights may be added at roof locations not readily visible from the public right-of-way.

37.4 Install roof ventilators or other vents behind parapet walls so they are not readily visible from the street.

37.5 The installation of round gutters and downspouts are preferable to "K" or ogee design but these gutter profiles are also acceptable.

37.6 Roofs should be preserved in their original size, shape, and pitch, with original features.

37.7 Do not introduce new roof elements that detract from the building's historic appearance and character. Ensure new roof elements such as skylights, solar panels, and satellite dishes are not visible from the street or obscure original features.

37.8 In the event there are persistent drainage issues, roof slopes may be altered provided the change is not visible from the street.

Most buildings on Front Street—both historic and contemporary—display flat or sloping roofs.

These gutters and downspouts at 901-903 Front Street are located on the rear elevation and are colored to blend with the brick.

COMMERCIAL PROPERTIES
38.0 DETAILS–STOREFRONTS

BACKGROUND

Traditionally, storefronts compose the first story of a commercial building's primary façade and are visually distinct from the upper floors of the building through design and architectural details. Standard elements of commercial storefronts include display windows, bulkheads, entrances, transoms, awnings, beltcourses, and cornices. Large display windows allowed proprietors to showcase their merchandise and draw window-shoppers into stores. Many storefronts of the 19th and early 20th centuries featured recessed entrances, which simultaneously helped to extend the display area and direct customers inward.

Most buildings along Front Street have storefronts that were remodeled at a later time period. Materials such as marble, tile, and tinted glass, commonly known as "Carrara" glass or vitriolite, were all used to modernize storefronts from the 1920s to the 1940s. Commercial buildings remodeled in the 1950s and 1960s used materials such as wood shingles, plywood, brick, tile, marble, and stone.

POLICY AND JUSTIFICATION

Storefronts are especially important elements of commercial buildings that define the historic character and appearance of the building. Retain, maintain, and repair historic storefronts and their components. Do not cover or conceal historic storefronts. Remove added materials from a covered storefront when possible. Storefronts on older buildings that were remodeled within the past 50 years are often not compatible with overall building character. Removal of these additions or alterations may be appropriate when rehabilitation is undertaken. Replace such storefronts with designs based on the original appearance of the storefront if photographic or physical evidence exists. The removal of contemporary storefronts and their replacement with storefronts based on traditional designs is encouraged.

STANDARDS

38.1 Repair non-historic storefronts and elements with in-kind or closely matching materials.

38.2 Repair historic storefronts and their components in-kind or with materials matching as closely as possible. Alternative materials may be considered if they closely match in texture, design, and overall appearance.

38.3 Do not cover or conceal historic storefront components with modern materials.

38.4 Replace missing historic storefront components to the original in size, material, texture, and detail. Use historic photographic or physical evidence to help determine the design and style of missing components.

38.5 If replacement of an entire storefront feature is necessary, replace it in-kind, matching the original feature in design, dimension, detail, texture, color, and material.

38.6 If original display windows or bulkheads are missing or deteriorated beyond repair, replace them with new ones to match the original. If the original design is unknown, select replacement display windows that are traditionally scaled with large glass lights and with as few structural divisions as possible.

38.7 Replacement bulkheads should be designed in rectangular forms with smooth or raised panels. If the original bulkhead material is unknown, replacement may be of wood, brick, metal, or other material that is appropriate for the storefront.

38.8 If replacement of a non-historic storefront is desired, it should be in a traditional storefront design with bulkheads, display windows, and transoms.

38.9 Transoms should be preserved and remain visible. Air conditioners and signs are not appropriate for this space.

38.10 Tinted glass is not appropriate on a storefront. If privacy is needed utilize drapes or blinds behind the display window.

38.11 Do not introduce storefront features or details to a historic building in an attempt to create a false historical appearance.

38.12 Historic changes to storefronts that have become significant over time should be preserved.

The historic storefront at 633 Front Street retains much of its original design and detailing.

Transom

Recessed entrance and glass and wood doors

Display windows

Bulkhead

The original storefront on this historic building was removed many years ago and a new storefront was rebuilt based on a traditional design. Traditional storefronts have flush or recessed entrances, display windows, bulkheads and transoms. When remodeling non-historic storefronts, property owners are encouraged to restore traditional storefront designs.

The storefront at 918 Front Street retains original display windows and brick bulkheads.

<u>TechnicalInformation</u>
NPS Preservation Brief #11
Rehabilitating Historic Storefronts
Www.nps.gov.history/hps/tps/briefs/brief11.htm

COMMERCIAL PROPERTIES
39.0 DETAILS–WINDOWS AND SHUTTERS

BACKGROUND

The upper floors of Georgetown's historic commercial buildings typically have two or more window openings. These windows are generally one-over-one or two-over-two wood sash and have decorative features such as hood molding or cornices. Window shape, dimensions, placement, and arrangement collectively help to define the historic character of a building. Windows provide scale and visual interest, and they often have unique ornamental trim, hoods, or surrounds that help to define a building's style.

POLICY AND JUSTIFICATION

Preserve, maintain or repair original windows. Do not conceal, enclose, or cover historic windows. If replacement is necessary due to deterioration, match the historic window in size, and number and arrangement of panes, or lights. Replacement windows should be in-kind of wood to match the original. Alternative materials may be considered if they match the original in texture, design, and overall appearance. Do not introduce new window openings on primary façades. Window openings may be added at rear elevations if consistent in size, placement, and design as the original windows.

STANDARDS

39.1 Repair a historic or non-historic window with in-kind materials.

39.2 Replace a non-historic window with in-kind materials or similar design.

39.3 Original windows should be preserved in their original location, size, and design and with their original materials and numbers of panes.

39.4 Windows should be repaired rather than replaced. Window replacement will only be approved if it can be demonstrated that the historic windows are beyond reasonable repair.

39.5 If replacement of original or historic windows is demonstrated to be necessary, the replacement windows should be in-kind to match the originals in material and design.

39.6 Windows of alternative materials may be considered if they match the existing in profile, design, panes, dimensions, and texture.

39.7 Original window openings should not be filled-in.

39.8 Adding new windows on a primary façade is not allowable unless physical or photographic evidence shows that such a window was original to the building.

39.9 New window openings should not be added to primary façades or to readily visible side elevations.

39.10 Historic windows of steel or other metal designs should be preserved and maintained, or replaced with new metal windows which are similar in appearance and materials.

39.11 Replacement windows on contributing buildings should not have snap-on or flush muntins. Muntins sandwiched between layers of glass, snap-on muntins, and surface-applied muntins are not appropriate and shall not be used.

39.12 Clear glass must be used in windows on the primary and readily visible side elevations. Do not use reflective, tinted, patterned, or sandblasted glass in windows. The addition of these glass materials may be used on rear elevations or those not readily visible from the street.

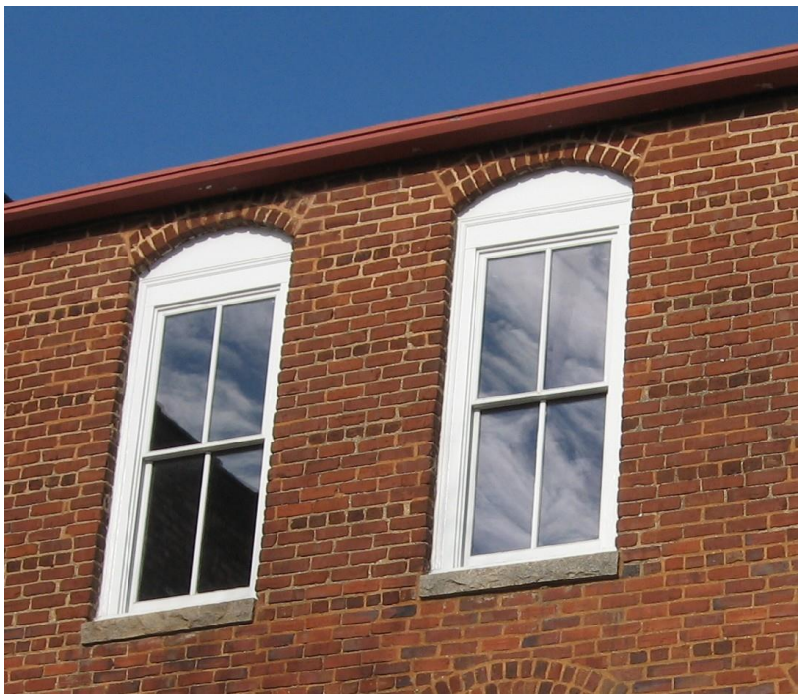
39.13 If an interior dropped ceiling is lower than the top of the window, the ceiling must be stepped back from the window to not obscure the top of the window from outside view.

39.14 Shutters should not be added to a commercial window unless physical or photographic evidence shows that they were original to the building. If shutters are added they should be appropriately sized to fit the window opening and either work or appear to work.

39.15 Hurricane shutters shall be permitted on all windows provided that their design, installation, method, and compatibility are in keeping with the window opening, are reversible and do not result in loss of historic window details.

Original two-over-two wood sash windows at 629 Front Street.

Examples of original windows include the six-over-six wood sash with appropriate shutters at 631 Front Street (left) and the one-over-one sash set within the brick arch at 901-903 Front Street (right).



At left are examples of appropriate replacement windows of alternative materials which match the original windows in profile, sash arrangement and dimensions.

CHAPTER 7: COMMERCIAL PROPERTIES
40.0 NEW CONSTRUCTION–ACCESSIBILITY

BACKGROUND

Commercial buildings must meet fire codes for emergency access as well as accessibility for compliance with the Americans with Disabilities Act (ADA). The ADA requires that all places of public accommodation be accessible to everyone. Historic commercial buildings must meet ADA requirements. Property owners need to consult the Americans with Disability Act Accessibility Guidelines (ADAAG) to comply with ADA requirements.

POLICY AND JUSTIFICATION

Rehabilitation of commercial buildings must be in compliance with the city's fire and safety codes. If a property's rehabilitation requires access for upper floors, locate fire exits and stairs on rear elevations or side elevations not readily visible from the public right-of-way. Compliance with ADA can usually be accomplished without compromising the historic integrity of a building. Solutions include incorporating ramps, installing wheelchair lifts, creating new entrances, and modifying doors, hardware, and thresholds. Most historic storefront entrances are wide enough to accommodate wheelchairs. If the primary entrance cannot be utilized, then make a secondary public entrance accessible. In these instances, provide directional signs to the accessible entrance.

STANDARDS

40.1 Locate fire exits and stairs on rear or non-readily visible side elevations.

40.2 New fire doors should be as similar as possible to existing doors in proportion, location, size, and detail.

40.3 If a new fire door can only be placed on the primary elevation, it should be designed to be as compatible as possible with similar storefront doors of the building's period.

40.4 Repair existing access ramps with in-kind or appropriate materials.

40.5 Replace existing ramps with new ramps in-kind or appropriate replacement materials.

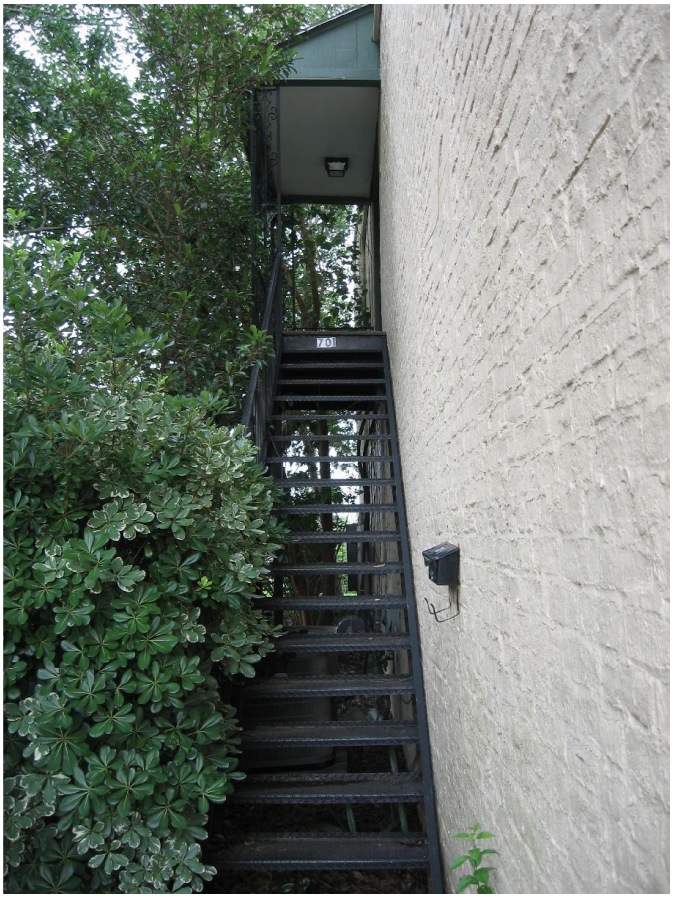
40.6 Accessibility solutions must meet all state and local accessibility requirements as well as ADA mandates.

40.7 Provide accessibility solutions of the highest level of access and the least impact on the building's historic character. Avoid damage to significant features and materials.

40.8 When retrofitting doors to allow accessibility, maintain historic doors; do not widen door frames on façades. If historic doors are missing, widening the entrance is a possibility. Typical guidelines require a minimum of a 32-inch clear opening with manageable door opening pressures. Ideally, retain and upgrade historic doors with a device to reduce door pressure.

40.9 If an access ramp is needed, it should be simple in design, constructed of wood or metal, and painted in colors that are compatible with those of the building.

40.10 If historic doors do not allow for universal access, retrofit replacement doors to meet ADA Guidelines. The use of automatic door openers with push plates is also an alternative to meet ADA door requirements on commercial buildings.



Fire stairs should be constructed at rear elevations such as at 632 Front Street (left). If located on a side elevation use landscaping to screen the stair as at 701 Front Street (right).

Original doors on commercial buildings can generally be retrofitted with push plates (left) which activate door openers (right) to allow wheelchair access.

If a grade change is needed for access, construction of a concrete and metal ramp screened by landscaping may be an acceptable alternative (left). When non-historic storefronts are remodeled, new traditional storefronts should be designed with lever door handles and appropriate widths (right).

COMMERCIAL PROPERTIES
41.0 NEW CONSTRUCTION–ADDITIONS

BACKGROUND

Additions provide owners with flexibility in their building use. As businesses grow and change, they often require more space, and additions fill this need. When adding to historic commercial buildings, the most important consideration is to maintain the building's historic character and appearance.

POLICY AND JUSTIFICATION

Rear elevations are the most favorable locations for additions on historic commercial properties. Rear additions are less visually obtrusive and allow the historic primary façade to remain intact. The size and scale of the addition should be subordinate to the main building. The construction of an addition should not damage historic architectural features. Another option is to add additional space at the roofline. If this is desired, it is important that the rooftop addition be recessed sufficiently from the façade so that the addition is not readily visible from the street.

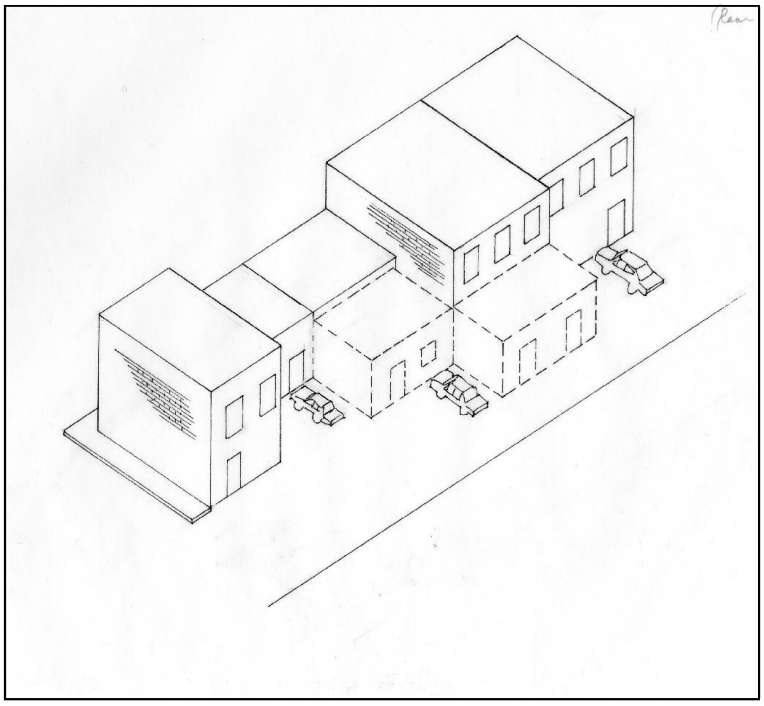
STANDARDS

41.1 Construct additions that are compatible with the original building in scale, proportion, rhythm, and materials. Ensure the overall design of the addition is in keeping with the character of the historic building. Elements such as roof pitch, materials, window design, window placement and rhythm, ratio of solids to voids, and general form of the addition should be compatible with those of the original building.

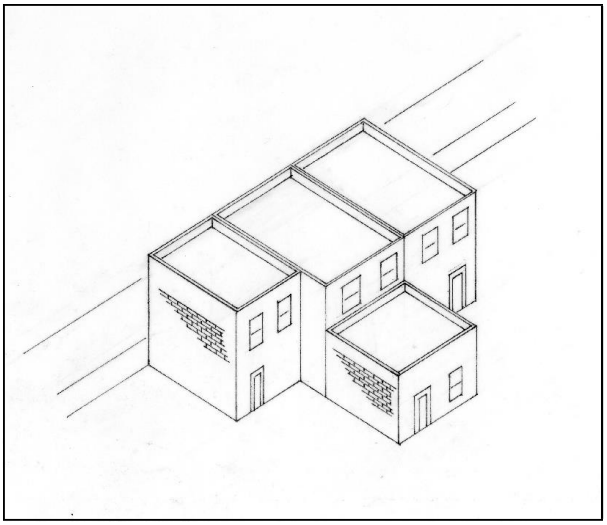
41.2 Construct rear additions that are smaller and simpler in design than the historic building. Construct the addition to be subordinate in size to the overall building. The addition needs to be visually compatible but also distinguishable from the historic building.

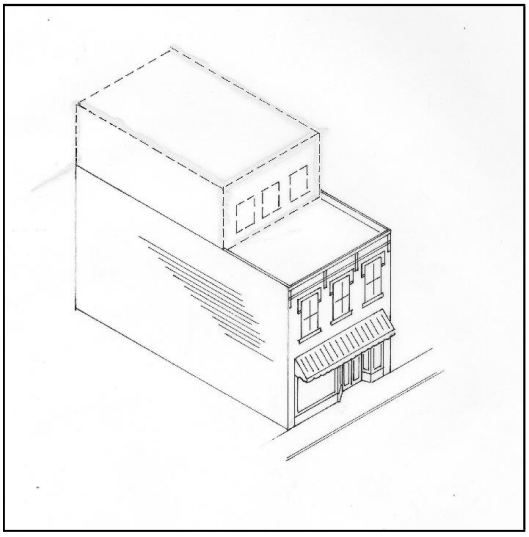
41.3 The construction of an addition should not obscure or damage significant architectural features. Additions should result in minimal damage to the historic building and do not cause extensive removal of original walls. Use existing openings to connect the building and the addition.

41.4 If rooftop additions are desired, they should be recessed and not readily visible from the street. Preserve the mass and scale of the original façade.



Rear elevations provide opportunities to add additional space as well as parking areas.





Additions at the rear of buildings should be smaller and subordinate to the historic commercial building. Rooftop additions should be recessed from the front façade.

STANDARDS FOR COMMERCIAL PROPERTIES
42.0 NEW CONSTRUCTION–PRIMARY BUILDINGS

BACKGROUND

Georgetown's commercial district along Front Street has a number of vacant lots which provide opportunities for new infill construction. The largest area is the west side of the 700 block which was the site of a devastating fire in September of 2013. New commercial buildings are encouraged to be constructed in the downtown area to increase economic vitality and provide additional housing and commerce for the city.

POLICY AND JUSTIFICATION

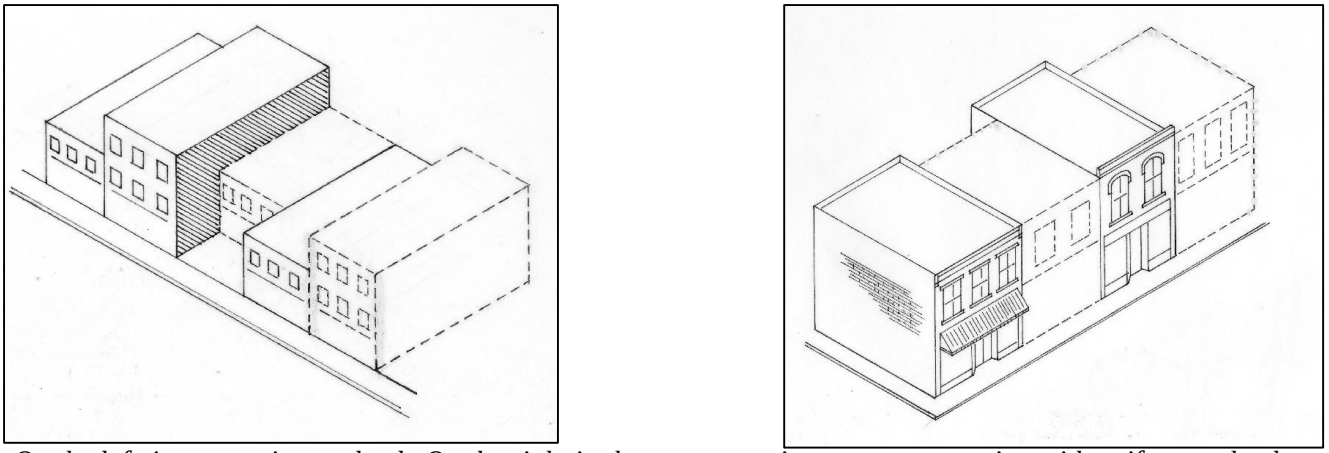
New construction in Georgetown's commercial areas should be compatible with adjacent buildings primarily in scale, mass, and height, and secondarily in materials, orientation, shape, placement, and rhythm and proportion of openings. New construction which references historical styles but is clearly identifiable as contemporary may be appropriate.

STANDARDS

Building Orientation

42.1 Orient new construction toward the major street. Traditionally primary entrances are oriented to the street, which encourages pedestrian traffic.

42.2 Create a continuous façade wall through setback of new buildings in line with existing buildings. Maintain the traditional lines that have been established along the street to create an even flow of buildings.



On the left, inappropriate setback. On the right is shown appropriate new construction with uniform setback to create a continuous wall of façades.

42.3 New construction should respect uniform setbacks along a block.

Mass and Scale

42.4 Construct new buildings to be compatible with adjacent buildings in terms of scale and proportion. Replicating the existing pattern established along the block will provide visual continuity and uniform scale.

42.5 Construct new buildings so they are compatible in scale with historic buildings, as to not overwhelm the streetscape. While new buildings may be larger than historic ones, ensure they do not compromise the visual continuity of the street. New buildings of a larger mass may be subdivided into smaller visual sections that are similar in size to historic structures in the area.

42.6 Large new buildings should be constructed to appear similar in width to surrounding historic buildings—visually separate sections that give the appearance of traditional building widths through vertical divisions.

Large buildings should be subdivided in mass and scale to reflect traditional commercial building widths.

Height

42.7 Construct new buildings so their height is compatible with that of adjacent historic buildings. Ensure new construction is compatible in height with the block and general surroundings on which it is sited. The maximum height allowed in the commercial core area along Front Street is 45 feet.

Solid to Void Ratio

42.8 Ensure that window size and proportion of openings are consistent with adjacent historic buildings. Design new buildings to have similar amounts of wall space and openings for windows and doors as adjacent historic buildings. Create patterns in rhythm, size, and spacing of window and door openings similar to adjacent historic buildings.

Building Form

42.9 Construct new buildings of forms that are similar to those of existing historic buildings along the blocks on which they are sited. Typically, commercial buildings in Georgetown have been constructed in simple rectangular forms of varying heights.

42.10 Ensure the roof form of new commercial buildings match those of adjacent historic buildings. Flat or slightly sloped roofs are most common for commercial buildings in Georgetown.

42.11 Maintain the traditional separation between storefronts and upper façades. Typically, ground floor storefronts are visually separated from upper floors through design patterns and window placement. Replicate this separation in new construction, and maintain the alignment with adjacent buildings.

Rhythm and Spacing

42.12 Ensure proportions of window and door openings are similar to those of surrounding historic buildings. Similarity in rhythm and spacing of window and door openings strongly contributes to the visual appearance and character of the district. This includes the pattern of display windows along storefronts as well as upper level windows. It is important that new construction maintain a pattern similar to that already established in the district.

Materials

42.13 Use of traditional building materials that are compatible with adjacent buildings is preferred. Common building materials such as wood, brick, and metal help to provide a sense of visual continuity and flow to the street.

42.14 New materials that are similar in character to traditional materials may be acceptable with appropriate detailing. Alternative materials may be approved if they appear similar in scale, proportion, texture, and finish to materials used historically. Alternative materials must have a proven durability for Georgetown's climate. The use of Exterior Insulation Finishing Systems (EIFS) is not a compatible material for the historic district and will not be approved.

Architectural Character

42.15 Building components of new construction that are similar in size and shape to those found historically along the street are preferred. Components which replicate or imitate doors, bulkheads, and display windows and are comparable in size and shape to adjacent historic buildings, help to maintain visual continuity in the district.

42.16 The scale of decorative elements similar to that of surrounding historic examples is preferred. These include ornamental elements such as cornices, moldings, or other decorative elements.

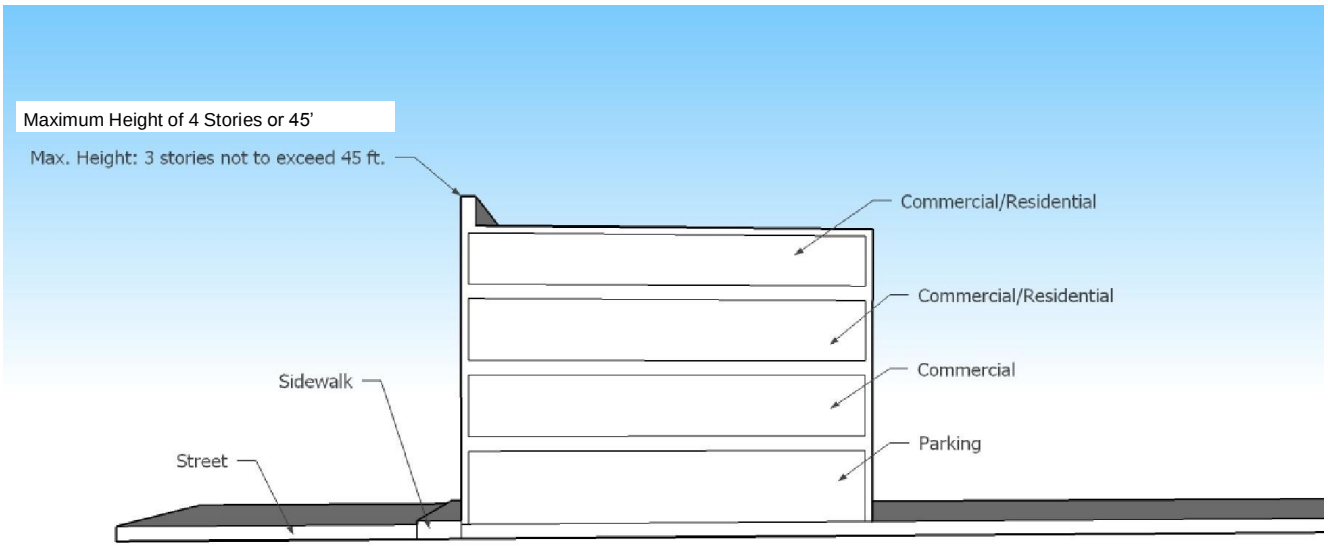
42.17 Contemporary designs for infill may be appropriate provided that the building has compatibility with adjacent historic buildings in scale, materials, proportion, fenestration, storefront arrangement, and vertical divisions.

42.18 If new construction is in a flood prone area the ground floor may not be able to be occupied by retail or office use. If a ground floor is used for parking the exterior must maintain the resemblance and character of traditional storefronts similar to adjacent historic buildings

42.19 If parking is utilized on the ground floor or any floor of a new commercial building the vehicles shall be appropriately screened by a wall or other visual barriers compatible with the architectural styles of adjacent buildings. Open ground level parking in buildings is not appropriate.

42.20 For new construction in the commercial area, parapet walls are included in the 45 feet maximum height allowed. However, a low parapet may be considered that extends no more than 42 inches above the 45-foot limit if allowed by zoning ordinances or a variation is approved by the Zoning Board of Adjustment before being presented to the ARB.

42.21 Roof heights approaching 45 feet for new construction shall be designed in such a manner as to minimize the visual impact of height variations between the building and adjacent structures that have roof heights at or below 35 feet as required by prior ordinances.



New construction along Front Street may be required to have the first floor elevated or used for parking in order to meet flood zone requirements.

Awnings and Canopies

42.22 Use traditional materials in awnings and canopies. Cloth, canvas, or metal awnings or canopies are best for the downtown area.

42.23 Install awnings that fit the opening(s) to which they are attached. Use rectangular awnings for rectangular openings, and curved awnings for arched openings.

New parking garages or ground level parking use on a multi-story building should have compatibility with traditional storefront designs and appropriate screening of vehicles.

Lighting

42.24 Install light fixtures that are unobtrusive in design, materials, and placement.

42.25 Ensure the lighting design complements the new building's style and does not detract from the surrounding historic setting. Install lighting as a subtle addition to the property that does not dominate the overall site or intrude on adjacent properties.

42.26 Do not install light fixtures that suggest a false sense of history. Contemporary interpretations of historic light fixture designs are appropriate – do not attempt to replicate fixtures of earlier architectural periods.

42.27 Lighting should be compatible and appropriate for the surrounding area. Install light designs that complements the building while not detracting from the historic setting.

Datestones/Cornerstones

42.28 In order to help distinguish new construction from historic buildings, the addition of datestones or cornerstones with the building's date of construction is encouraged.

These new buildings replicate historic commercial buildings using traditional materials and appropriate scale, height, and decorative features.

These new designs use traditional materials, storefront and upper façade divisions, window design and arrangement, and cornices at rooflines while also displaying contemporary elements.

This new building is designed to be compatible with the adjacent historic buildings.

CHAPTER 8: INSTITUTIONAL BUILDINGS
43.0 OVERALL APPROACH

BACKGROUND

Georgetown's institutional buildings include a broad range of structures that are not privately owned for residential or commercial use. Instead this category includes publicly and privately owned buildings used for governmental, religious, non-profit, or educational purposes. Most of the institutional buildings in the Georgetown Historic District are prominent architectural designs such as the 1824 Georgetown County Courthouse, the 1842 Old Market Building, and the ca. 1747 Prince George Winyah Church. The rehabilitation standards in this manual apply to all institutional buildings located within the historic district.

POLICY AND JUSTIFICATION

Institutional buildings are generally larger and have a greater footprint on their lot within the historic district. Maintenance, repair and replacement of original features shall follow the Standards set forth in this manual. New additions to institutional buildings should be sited at rear or side elevations where they are not readily visible from the street. Expansion of institutional buildings or additional new buildings shall not result in the demolition of structures contributing to the character of the district. New institutional buildings or additions of new buildings and accessories shall be designed for compatibility with adjacent structures.

STANDARDS

43.1 Maintenance, repair and replacement of contributing institutional buildings in the historic district shall follow the Standards set forth in this manual.

43.2 Additions to institutional buildings shall be located on rear or side elevations which are not readily visible from the street.

43.3 Retain original setbacks from the street as well as historic landscaped areas or public meeting spaces.

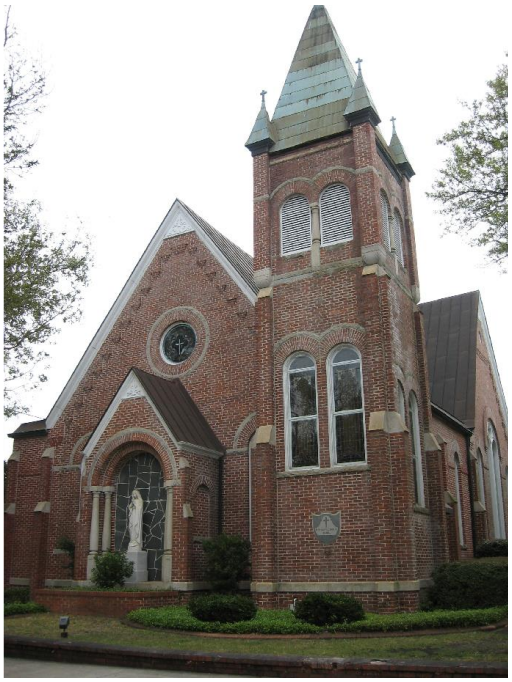
43.4 New institutional buildings shall have rooflines consistent with roof patterns along the street. Roof elements such as steeples, towers, domes, and cupolas may be appropriate depending on the function and use of the building.

43.5 Massing and building widths characteristic of the district shall be respected. The first floor façade of a new institutional building shall not exceed a width of 50 feet without some variation such as off-set walls at least 4 inches in depth, columns, pilasters, projecting bays, or other vertical divisions.

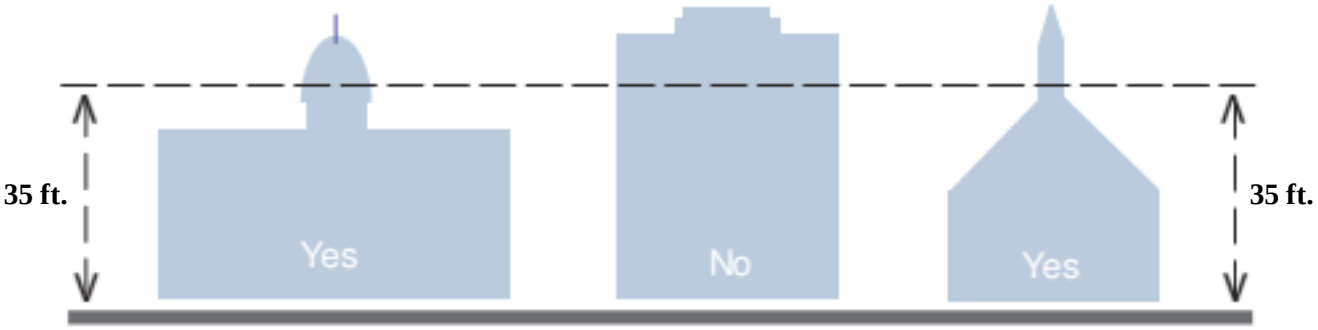
43.6 The primary entrance of a new institutional building shall be oriented towards the street.

43.7 New institutional buildings shall have parking lots restricted to the side and rear elevations.

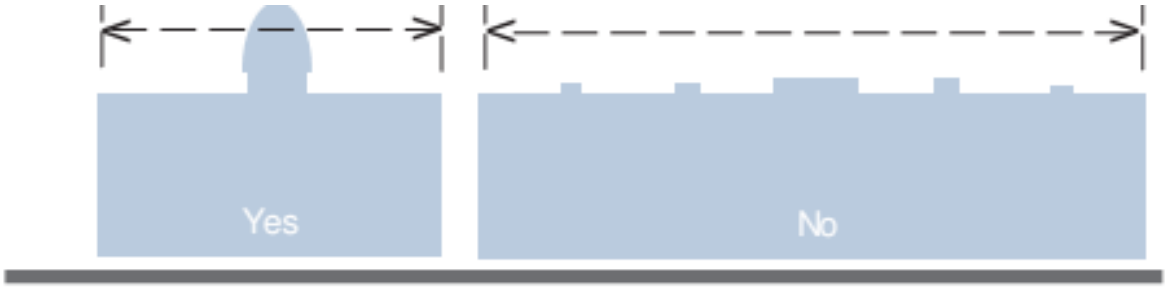
43.8 New institutional ancillary site features and structures as playgrounds, memorial gardens, columbariums, etc. shall be restricted to the side and rear elevations.



Institutional buildings include churches such as St. Mary's Catholic Church (top left) and the Prince George Winyah Episcopal Church (top right) as well as public buildings represented by the Market House (bottom left) and Georgetown County Courthouse (bottom right).



New institutional buildings in the Georgetown Historic District should not exceed 35 feet in height exclusive of steeples, domes, and similar features.



New institutional buildings in the Georgetown Historic District should respect traditional building widths found on primary elevations of adjacent buildings.

New institutional buildings in the Georgetown Historic District may be built both to the sidewalk or with set-backs to make the building more prominent. There should be no parking allowed within the setback or yard area on the primary elevation of the building.

CHAPTER 9: THE SOUTH SIDE OF FRONT STREET AND WATERFRONT
44.0 OVERALL APPROACH

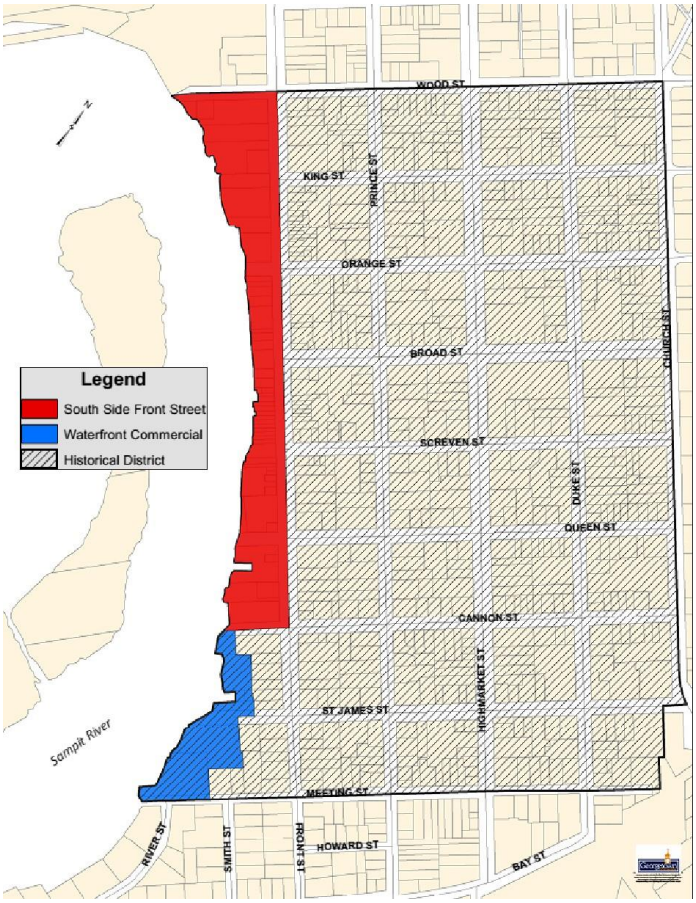
BACKGROUND

Georgetown's historic commercial area is along Front Street adjacent to the Sampit River. The properties on the south side of Front Street have the distinction of facing both the public street and the river. Their uses include commercial (including museums), residential, combined (generally retail down and residential up), and parks. These buildings were designed with relatively simple façades facing the river while the façades facing the street reflected the building's architectural style and decorative detailing. As the various maritime uses of the waterfront decreased in the 20th century, the city and property owners created public spaces and parks, most notably the "Harborwalk" which provides a boardwalk between the downtown buildings and the river. The views of these properties from both the street side and the river side are important and the primary and side elevations are easily visible to the public. To the southeast of the commercial area are industrial buildings and warehouses also subject to ARB review. This area is particularly vulnerable to flooding and high water and flood proofing measures may be required in the future.

POLICY AND JUSTIFICATION

The buildings along the south side of Front Street are unique in that there is no "rear" elevation since all elevations are readily visible to the public. This requires the ARB to review all elevations equally and with attention to proposed additions and connectivity to the waterfront. To the southeast of the commercial area are a series of industrial buildings, warehouses, and marinas. Most of these properties are non-contributing due to their age or degree of alterations. New construction and alterations in this area are reviewed by the ARB. The guidelines for the South Side of Front Street and Waterfront are also based on the *Secretary of the Interior's Standards for Rehabilitation.*

Harborwalk and the boardwalk have transformed Georgetown's waterfront and what were originally the rear of buildings on the south side of Front Street now provide prominent access and entrances.



Map of the south side of Front Street and the waterfront commercial area.

Many of the buildings on the south side of Front Street have replacement doors and windows and added decks on the upper floors (701-703 Front Street).

The ca. 1790 brick warehouse at 10 Cannon Street is one of the few historic buildings in the waterfront area west of Front Street.

Most buildings in the waterfront area are 20th-century warehouses or maritime-related retail businesses such as at 130 S. Meeting Street (top) and 18 St. James Street (below).

STANDARDS—SOUTH SIDE OF FRONT STREET AND WATERFRONT

Entrances

44.1 Preserve and maintain any original doors on rear or side elevations.

44.2 When adding new doors to existing openings, the doors should be of materials and designs reflecting the building's historic use and character. Traditionally doors on rear elevations were less ornate and more utilitarian than on the street façade.

44.3 Door openings should be retained in their original design and not enlarged or decreased in size.

44.4 New rear doors should be simple paneled wood design or single-light glass and wood. Multi-light glass and wood doors are not appropriate for rear entrances.

Windows

44.5 Original window openings on rear or side elevations should not be enclosed, filled-in, or altered.

44.6 Window repair and replacement shall follow standards set forth in the commercial windows section.

44.7 Shutters should not be added to windows unless shutters were original to the building as documented through physical or photographic evidence.

44.8 Hurricane shutters shall be permitted on all windows provided that their design, installation method, and compatibility are approved by the ARB.

Decks

44.9 Decks may be added to rear elevations if they have simple traditional square or round balusters, and blend with the adjacent buildings rather than be a focal point.

44.10 Construct decks of materials appropriate to the materials and style of those used on the building. Wood decks are most appropriate. Alternative materials may also be considered if they match the wood appearance in texture, design, and overall appearance.

44.11 Stain or paint decks in colors that are compatible with those of the building.

44.12 Deck designs should be similar to those of the boardwalk railings.

44.13 Decks should be of open design and not enclosed except with screen panels. For privacy decks should have louvers or privacy fences to separate and screen the deck from adjacent buildings, while respecting the water views of the adjacent properties.

44.14 Decks shall be attached to buildings in a manner so that they do not damage historic materials.

44.15 Decks should respect the sight-lines of neighboring buildings.

44.16 Privacy walls and screens are appropriate only to screen roofed or covered decks from adjacent properties. Screening may be provided by wood vertical or horizontal louvers or lattice panels. The ARB will balance respecting sight lines of adjoining properties with noise and privacy considerations for the affected properties.

Above is an example of a two-story deck with square balusters and screen panels at 707 Front Street.

Appropriate decks on the south side of Front Street include 627 Front Street (left) and 705 Front Street (right).

Flood Proofing

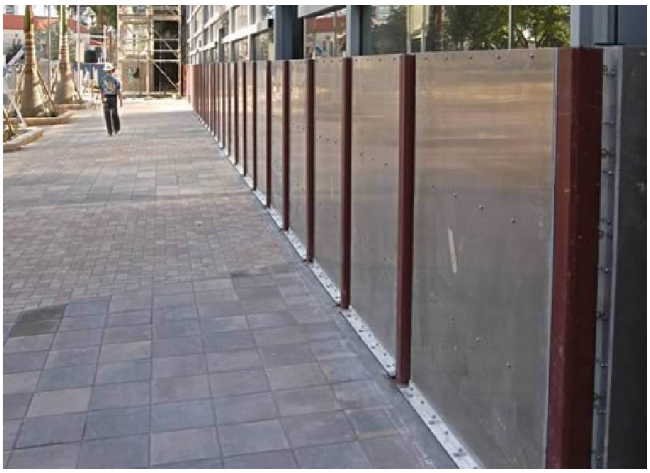
44.17 Property owners are encouraged to construct or retrofit flood-proofing measures which have the least visual and physical impact to a historic building. The following measures are appropriate to preserve historically significant features and overall architectural character.

- Elevating electrical and mechanical systems and utilities—these can be placed in an upper floor or non-readily visible rooftop location.
- Relocating building contents to upper floors.
- Creating positive drainage, where the grade allows water to drain away from the building.
- Using flood damage-resistant materials.
- Filling in basements or wet flood-proofing basements.
- Installing small floodwalls to protect openings such as window wells or other low earth berms at rear elevations.

An example of flood proofing is the addition of pumps into the basement of the building at 901-903 Front Street as well as adding water-resistant flooring on the ground floor.

44.18 The utilization of temporary and reversible flood panel walls is encouraged to limit water infiltration during high water events. These should be installed in a manner which will not require the removal or alteration of historic features.

Temporary flood panels are now widely available for historic commercial buildings. When high water events are anticipated these can be erected to minimize flood damage.



<u>TechnicalInformation</u> Floodproofing Non-Residential Buildings Www.fema.gov/media-library/assets/documents/34270

Lighting

44.19 New lighting fixtures are appropriate for entrances, decks, and signs and should be of simple traditional or contemporary designs.

44.20 Lighting should be directed towards the building and away from the boardwalk.

44.21 Hooded or directional light fixtures are encouraged to minimize light pollution.

New Construction in the Industrial and Warehouse Area

44.22 New buildings constructed in the industrial and waterfront area of the Georgetown Historic District must meet FEMA flood zone standards. This may require elevation of occupied space requiring new designs built on raised earth grades or piers, or both.

44.23 New buildings may be contemporary in design or reflect the character of historic residential and commercial buildings in the historic district. New buildings may have exterior materials of frame, metal, cementitious siding, or masonry and have typical roof forms of gable and hipped design.

44.24 Additions to buildings in the industrial and warehouse area should be secondary in massing and scale and be differentiated from the original building.

This new building in the waterfront area is elevated and reflects historic architectural elements in its porch, siding materials, roof form, and windows.

CHAPTER 10: RELOCATION
45.0 OVERALL APPROACH

BACKGROUND

The moving or relocation of building was not a common occurrence in Georgetown in past centuries. Most buildings in the historic district are on their original sites and retain their context on the street. A building often has both intrinsic historic significance and important associations with events of a given location or adjacent structures and may also be essential to the historic meaning of other neighboring recourses. Although relocation may preserve a building's physical presence, a new location may cause its meaning to become lost or diminished, and its old setting to be significantly damaged by

POLICY AND JUSTIFICATION

Moving a contributing building is strongly discouraged. It should only be considered after all other approaches to protect a historic building on its site have been exhausted, and relocation to a compatible vacant lot for rehabilitation becomes the last means of preserving a valued historic resource. Before the ARB approves relocation of a historic building, it will carefully evaluate the conditions that give rise to both the threat of demolition and subsequent proposal of relocation.

STANDARDS

45.1 Relocating dwellings and outbuildings should be in accordance with the design standards for new construction and the Secretary of the Interior's Standards.

45.2 Relocating dwellings and outbuildings that contribute to the historic and architectural character of a district should be avoided unless demolition is the only alternative.

45.3 Relocating a building into the historic district may be appropriate if [i] it is compatible with the district's architectural character through style, period, height, scale, materials, setting, and placement on the lot, and [ii] its location on the new site will consistent with its original location and will respect the front and side yard setbacks, orientation, and foundation heights of the neighboring properties.

45.4 Only a licensed, qualified, and experienced mover of historic buildings will be allowed to relocate a contributing building.

45.5 The building should be moved intact without shearing or cutting through the sill.

46.6 All features should be adequately protected and windows and doors boarded or braced in the least damaging manner.

45.7 Relocated buildings should be carefully rebuilt and placed on a foundation which replicates the original using masonry material compatible with traditional foundations. Salvaging and reuse of original foundation materials is strongly encouraged.

46.8 Porches and chimneys or any other projections that cannot be raised with the building, should be carefully dismantled without harming the material or nails and other fasteners. (A few nails or fasteners are expected to be sacrificed.) Each member should be numbered and recorded to rebuild onto the building in the same place and manner at the new site. The chimney should be reconstructed using the removed materials with new mortar that matches the original in color, content and consistency. Any repair materials should match in kind to the original.

45.9 A relocated contributing building will remain subject to ARB review for alteration, repair, new construction, relocation, and demolition. If the new site does not lie within the historic district, the city may begin the survey procedure and application process to so incorporate this lot and consider surrounding properties.

45.10 Except as dictated by public safety concerns, a building should not be moved, thereby leaving a vacant abandoned lot, until sixty days prior to the construction of the new building or development that caused its demolition.

45.11 When approved, the relocation should be accomplished in a manner that will preserve existing trees and major vegetation.

45.12 Buildings relocated into the historic district must meet the Standards for new construction, unless they would have meet the criteria to be considered contributing if hey had originally been located in the historic district, in which instance they will be subject to the Standards for existing structures.

The properties at 531 Front Street (left) and 930 Prince Street (below) are examples of successful relocation projects in the Georgetown Historic District.

CHAPTER 11: DEMOLITION
46.0 OVERALL APPROACH

BACKGROUND

Georgetown's historic areas retain many of their 18th, 19th and early 20th century dwellings and other structures, and most are well maintained. The loss of historic building can occur through damage from fires or storms or by neglect and deterioration. Property owners may also want to demolish building for new construction or remove outbuildings that are no longer functional or in poor condition. However, demolitions present the greatest threat to the integrity and significance of the historic district. A demolished building is not only irreplaceable, the historic district loses a contributing component of its significance.

POLICY AND JUSTIFICATION

Demolitions have a domino effect of continual erosion by further demolitions which destroy the historic district's architectural history and historic character. Demolition of buildings that contribute to the historic or architectural significance of the district should only be an action of last resort. Vacant or empty lots in the historic district are not appropriate. Relocation of an existing historic building to a compatible location in the historic district is always preferred. Demolition of existing structures within the historic district must be approved by the ARB. Demolition through neglect is not permitted and owners who do not conform to maintenance codes may be subject to legal action (See Demolition by Neglect, Appendix F).

Applicants should understand that a demolition request involving contributing properties cannot be settled in a single ARB meeting, but may take months to reach a final decision. The ARB will need to inspect the building inside and out as well as the site, setting, location and related outbuildings. Consultation with experts may be necessary. A decision can only be reached after thorough analysis of the historic and architectural documentation that must accompanies an application for demolition.

The reasons for demolition will be as carefully evaluated as to the historic and architectural significance of the property if they involve claims that the building is beyond repair or rehabilitation. However, if the building is planned for demolition to accommodate new construction, expansion of another building or new development, the ARB may not receive the future replacement designs for review until a later meeting after the demolition decision is reached. On the other hand, if the present building can be incorporated into the new construction in some manner, the ARB may request those future plans and drawings.

STANDARDS

46.1 Demolition of a building that contributes to the historic or architectural significance of the historic district should not occur, unless:

- public safety and welfare requires the removal of the building or structure;
- the building has lost its architectural and historical value;
- the building does not contribute to the historical or architectural character of the historic district, its removal will improve the appearance of the district, and will not adversely impact the integrity of the historic streetscape and the historic district; or
- if the denial of the demolition will result in a substantial economic hardship on the applicant (see Economic Hardship Provision in AppendixE).

46.2 In order for the ARB to reach the important decision of demolishing a contributing building, the owner should submit with the application [i] historic background and archival research, [ii] thorough documentation of the building and property, and [iii] a plan for dismantling of historic materials for salvation. Such materials to be salvaged include historic timber framing, windows, doors, mantels, newel posts, balusters, moldings, flooring, hardware, metalwork, brackets, weatherboard, brick, stone, other masonry components, and any other interior or exterior decorative elements.

46.3 If demolition appears inevitable, the owner is encouraged to consider moving or relocating the building to another location within or near the historic district, and the ARB may pursue measures with the owner and other parties to preserve the contributing resource.

46.4 An experienced, licensed, and qualified structural or architectural engineer and builder with experience on historic buildings should evaluate the condition of the subject building and whether it might be able to withstand relocation as an alternative to demolition. This assessment should consider how much damage can be caused by removal and be compiled into a historic conditions report for the ARB evaluation. In situations involving contributing properties, other expert consultation including the SC Department of Archives and History may be necessary.

46.5 If relocation be agreed, follow the applicable guidelines under Moving or Relocation of Contributing Buildings (see Chapter 11: Standards for Relocation).

46.6 Except as dictated by public safety concerns, a building should not be demolished, thereby leaving a vacant abandoned lot, until 60 days prior to the construction of the new building or development that caused its demolition.

46.7 When approved, the demolition should be accomplished in a manner that will preserve existing trees and major vegetation.

APPENDIX A - THE GEORGETOWN HISTORIC DISTRICT: A BRIEF HISTORY

Georgetown, South Carolina, the state's third oldest city, developed along the banks of the Sampit River during the early 18th century. Trading posts in the region had gradually developed into permanent settlements and in 1705, John Perrie received the earliest land grant. The grant was later acquired by William Screven, whose son Elisha had the town surveyed and lots established in 1729. The original grid of the town covered 174 acres and included 229 lots and a 100-acre common. The original layout included the area bounded by Front Street, Church Street, Wood Street, and Cannon Street. In order to encourage rapid development, Screven required lot purchasers to build a house on their property within eighteen months. The home was to be of either brick or frame construction with brick chimneys and measure a minimum of 22 feet x 16 feet. A portion of Front Street facing the river was designated as the town's commercial center and lots along this street were smaller.

In 1732, the English Crown declared Georgetown an official port of entry. This status allowed foreign exports and imports to come directly to the town instead of first passing through Charleston. Agriculture drove the local economy with rice and indigo as chief cash crops. These labor-intensive crops were dependent upon slave labor, and African-Americans made up the majority of Georgetown's population well into the late 19th century. Georgetown developed into a prosperous community of planters, merchants, shipowners, and various professionals. In 1737, eighty-eight new lots were created out of the common area and an additional 130-acre tract beyond the grid was established as a replacement common. Georgetown served as the seat of Georgetown County and in 1824 a new county courthouse was built on Prince Street. Robert Mills, architect of the Washington Monument, designed the building.

Georgetown's residents built dozens of dwellings and commercial buildings in the 18th and early 19th centuries. Among the earliest surviving dwellings in Georgetown are the Crafton Kerwon House at 222 Broad Street and the John and Mary Perry Cleland House at 405 Front Street, both dating from ca. 1740. William Waties, who invested in eight lots in Georgetown, built his home at 316 Screven Street ca. 1740. Plantation owner Robert Stewart had a large two-and-one-half-story, brick Georgian home constructed ca. 1750 at 1019 Front Street overlooking the Sampit River. Mary Mann of the Mansfield Plantation had a large town house built at 528 Front Street around 1775, and Dr. Charles Fyffe had his home built at 15 Cannon Street ca. 1765. Georgetown citizens also erected the Prince George, Winyah, Church at 300 Broad Street.

During the American Revolution, British forces occupied Georgetown from July of 1780 to May of 1781, during which time a number of houses and other buildings were destroyed. However, the town quickly rebounded after the war and continued growth led to the enlargement of the town with an additional ninety-one new lots. By 1825, Georgetown had over 300 homes and its population was around 2,000. Indigo production ceased following the war, but rice production boomed and continued to support a wealthy planter class. Vast plantations were established as smaller tracts were consolidated. By the 1840s, close to half of the rice cultivated in the nation was produced in the Georgetown area. Area plantation owners accumulated massive wealth and were among the richest families in the state. They built handsome town homes in addition to their large country estates and formed elite social clubs and organizations. The Winyah Indigo Society, formed in the 1740s to promote the indigo trade, constructed a large hall on Prince Street in 1857. Despite the decline of the indigo trade, the organization remained an important part of Georgetown social life during the 19th century.

Robert Mills' map of Georgetown in1825.

As their prosperity increased, however, many of Georgetown's wealthy residents began to abandon the city by the 1820s. Many established their permanent residences in Charleston, summered in other regions, and sent their children away to schools in other cities. While some retained second homes in Georgetown, these were typically more modest dwellings as the more opulent residences were reserved for Charleston. In the twenty years between 1820 and 1840, Georgetown's population decreased by one fourth dropping from 2,000 to 1,500. It gradually increased during the following decades and reached 1,720 in 1860.

During the 1840s and 1850s, lumber and turpentine production became prominent industries in Georgetown. Initially small outfits, sawmills, and turpentine distilleries evolved into major industrial operations, many of which relied on slave labor to turn a profit. Georgetown's prosperity was interrupted by the Civil War as much of its commerce was halted. Despite Union occupation of the town late in the war, Georgetown avoided the destruction that many other Southern cities experienced during the conflict and its buildings emerged largely intact. The war, however, did bring significant economic and social upheaval to Georgetown as it did throughout the South.

The end of slavery brought an end to the large plantation culture. Rice production continued but struggled as a new free labor system was established. A number of newly freed African Americans came to the town seeking opportunity and the white population of Georgetown declined. In 1870, two thirds of Georgetown's total population of 2,080 residents was African American, many of whom prospered in the city. They operated successful businesses, became political leaders, and purchased or built fine residences in town. Joseph Hayne Rainey, the first

African American member of the US Congress, resided in the ca. 1760 dwelling at 909 Prince Street. The city's large African-American population erected several churches after the Civil War including the Bethel African Methodist Episcopal Church at 417 Broad Street, built in 1882.

In 1880, Georgetown had 2,895 residents and its streets were surfaced with stone, brick or wood. The city contained three boarding houses, five churches, two public schools, and several private schools. Lumber and turpentine production continued to be lucrative businesses. Three sawmills, a shingle mill, and a rice mill were leading employers. In 1883 the Georgetown and Lanes Railroad was completed connecting Georgetown with the Northeastern Railroad allowing area industries to export by rail as well as by boat. Waterway improvements made throughout the region in the 1880s increased trade, and in 1890 the federal government funded the construction of two stone jetties at Georgetown in order to maintain a permanent clear channel.
Between 1890 and 1910 Georgetown experienced its greatest period of growth. During these two decades the town's population grew from around 3,000 to 5,530. Dozens of new houses were constructed during this era to accommodate the growing population. The majority of these dwellings were of frame construction. New schools were built, and concrete sidewalks and electric streetlights were installed. Much of this civic improvement was conducted under the political leadership of William Doyle Morgan, who served as mayor of Georgetown for fourteen years. Morgan's home, built ca. 1886 at 732 Prince Street, remains standing today.

Aerial drawing of the early plat of Georgetown on the Sampit River.

Economic and industrial development accompanied this growth. Construction of the jetties brought a number of federal employees and money to town. The lumber industry continued to grow and fuel the economy, while rice and turpentine production faded. The most influential venture was that of the Atlantic Coast Lumber (ACL) Company. In addition to saw and planing mills the company's operations, situated on the bank of the Sampit River, included employee housing, a hotel, foundry, a company store and offices, and an electric power plant. The ACL plant was destroyed by fire in 1913 and a new plant was constructed on the west side of town the following year.

Bay Street (now Front Street) as seen in the 1930s with the Old Market Building in the distance. Source: Georgetown County Digital Library.

Like most towns across the country, Georgetown fell on hard times during the Great Depression. Its banks failed, businesses closed, and industry dwindled. Agriculture was at an all time low and even the once prosperous lumber industry stood idle. The closing of the ACL mill in 1932 proved especially hard for Georgetown residents as around 2,000 people were left unemployed. Federal projects through the Works Progress Administration (WPA) brought some improvements to the town during the 1930s including road improvements and the construction of schools, a National Guard Armory, and a Naval Reserve facility.

Georgetown's economy improved during the late 1930s and 1940s as new industries moved into the region. Chief among these was the International Paper Company, which completed a large paper mill in 1937. The company employed around 1,200 mill workers and an additional 1,000 for work in regional forests. In 1939, the American Cyanamid Company also erected a chemical plant in the area. In 1940, Georgetown had a total population of 5,579. New commercial buildings appeared in the business district, and a hotel and theater were established. The International Paper Company experienced continued success and built a new plant in 1942 to manufacture shipping containers for the armed forces. It expanded again in 1946 and in 1961 and remains a principal employer today. In 1969, the Georgetown Steel Corporation built a large steel plant just northwest of the historic commercial area on land formerly occupied by the ACL mill. This plant employed hundreds of workers and was a major industry during the late 20th century.

In recognition of Georgetown's historical and architectural significance, all or parts of forty blocks of the city were listed on the National Register of Historic Places in 1971. The National Register is the nation's official list of properties important in the history, architectural history, archaeology, engineering, and culture of the United States. The district conforms to much of the early plat of the city and is bounded by the Georgetown Harbor and Wood, Church and Meeting Streets. Georgetown grew rapidly during the late 20th century and in 2000 the population stood at almost 9,000 residents. As tourism increased along the coastline, the city's downtown area became increasingly filled with specialty shops such as antique and gift stores. Several bed and breakfast businesses were established in the city's older homes in the historic district, and overall rehabilitation of dwellings increased. Today, Georgetown retains much of its original architectural and historical character and the preservation of this sense of time and place is an important part of the city's future economic development and quality of life.

APPENDIX B -
THE GEORGETOWN HISTORIC DISTRICT: RESIDENTIAL ARCHITECTURAL STYLES

Georgetown contains an impressive collection of 18th-, 19th-, and early 20th-century residential architectural styles. This architectural character was documented in 2000 in the *City of Georgetown Cultural Resources Survey, Final Survey Report*. This report, funded by the Georgetown Historical Society in association with the South Carolina Department of Archives and History, includes an historical overview of the growth and development of Georgetown and how this history is reflected in its built environment. The survey recorded 333 properties, most of which are within the boundary of the Georgetown Historic District.

The oldest remaining buildings in the city date to ca. 1740 and are one- and two-story frame dwellings. Wood construction predominated within the residential area of the city and only one brick dwelling, the Robert Stewart House at 1019 Front Street, survives from the 18th century. The design of these early dwellings reflects the Georgian or Federal styles in their detailing but they were built in accordance with local traditions. In Georgetown, many of the remaining 18th- and early 19th-century dwellings were built on raised foundations, have their side elevations facing the street, have their main entrances facing southeast toward the water, and have large porches on one or more of the primary façades. Known as "Georgetown Single Houses," these one-and-one-half- and two-story dwellings are a unique vernacular building form and reinforce the historic district's sense of time and place.

By the mid-19th century, the vernacular approach to house construction was superseded by the influences of popular national styles. The Greek Revival and Italianate styles were widely built by the South's middle and upper classes and these house forms dominated construction in Georgetown from the 1830s to the 1880s. The Greek Revival style featured large porticos or verandas with classical columns with Doric or Ionic capitals. At the roofline, dentils and modillion blocks were added as decorative elements. The Italianate style was distinguished by arched windows, large bracketed eaves, and milled porch columns. Local builders often used detailing associated with these styles on more modest houses of the period.

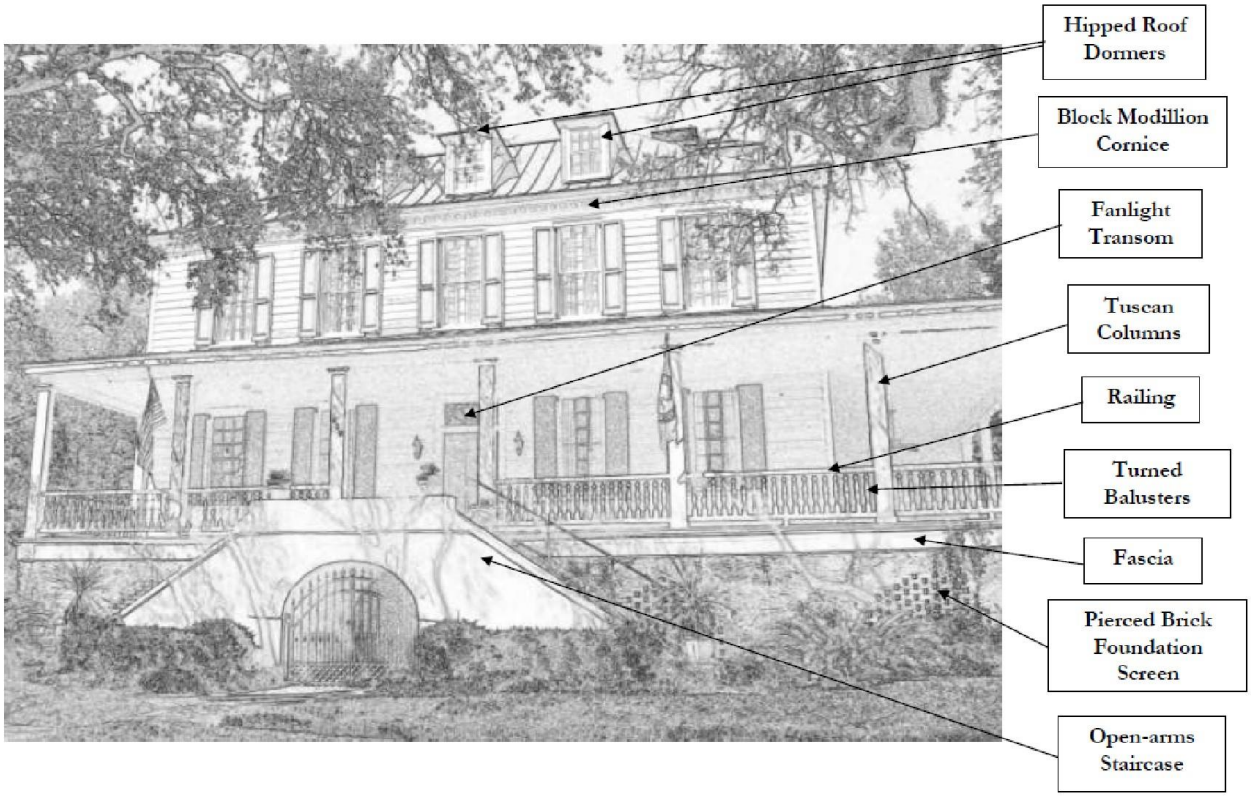
In the late 19th century, houses were of balloon-frame rather than timber-frame construction. Balloon-frame houses were built of studs and joists nailed together in much the same fashion as we build today. Balloon framing allowed for rapid and economical construction and also afforded building designers greater flexibility in house forms and plans. Asymmetrical house forms such as Queen Anne designs were quite popular after 1880, and a number of these houses were built at the turn of the century.

By 1910, the asymmetrical Queen Anne style and associated styles dropped out of popularity and revival styles began to dominate house design. One of the most common of these was the Colonial Revival style which marked a return back to the influences of Colonial America. These homes were generally rectangular or square in plan and featured porch columns and detailing reflective of classical designs. A common variation of this style is known as the "American Foursquare." These are box-shaped, two-story dwellings featuring porches with classical columns.

Advances in transportation, marketing, and prefabrication led to the rise of mail-order houses at the turn of the century. The success of large department stores such as Sears and Montgomery Ward led to these company's designing and shipping entire houses by truck or rail to customers throughout the country. All of the lumber, nails, roofing materials, and interior finishes were shipped to a property owner along with the house plans. Following the completion of the foundation, the house could then be built on site. Mail-order houses were available in a wide variety of designs and costs and it is likely that several houses in Georgetown have this heritage. With the onset of the Depression, house construction declined significantly across America and few dwellings were built in Georgetown during these years. Houses built in the 1930s and early 1940s tended to reflect simplified versions of the Tudor Revival and Colonial Revival styles. Since the early 1950s there has been little new construction within the older residential area of the city. Dwellings constructed within the past twenty years have frequently been modeled after existing house forms and replicate many of the historic designs and detailing associated with the 18th- and 19th-century houses.

HOUSE FORM – GEORGIAN, ca. 1740 - ca. 1780/FEDERAL, ca. 1780 - ca. 1830

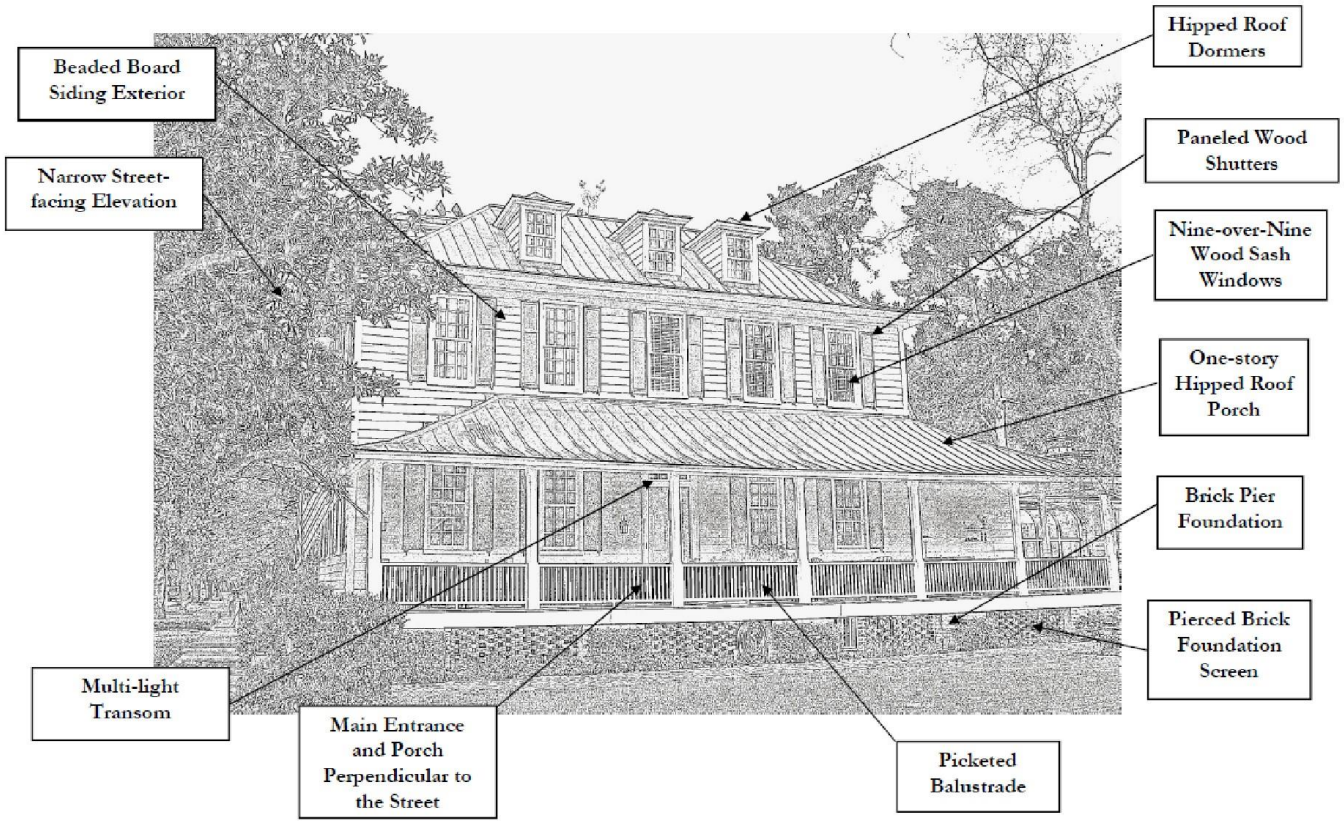
The Georgian style was the dominant style of the English colonies during the 18th century. Characterized by its symmetrical design, this style is typically two rooms deep and two stories in height with either a gable or hipped roof. Windows are multi-light, double-hung, sash design and are symmetrically placed in horizontal and vertical rows and never in pairs. Window panes are usually small with nine or twelve panes per sash divided by thick muntins. The main entrance typically has a paneled wood door framed with an elaborate decorative crown and decorative pilasters. Decorative moldings, especially dentils, emphasize the dwelling's cornice. Like the Georgian style, the Federal style is a simple box form commonly two rooms deep and has a symmetrical design. Windows generally have six panes per sash and thin muntins and are arranged in symmetrical horizontal and vertical rows, and the cornice is accentuated by dentils or other decorative molding. The Federal style often has a more elaborate entrance, with an elliptical fanlight transom, sidelights and an ornate crown and surround.



Georgian style Martha Pyatt House at 630 Highmarket Street built ca. 1790.

HOUSE FORMS – GEORGETOWN SINGLE HOUSE, ca. 1740 - ca. 1830

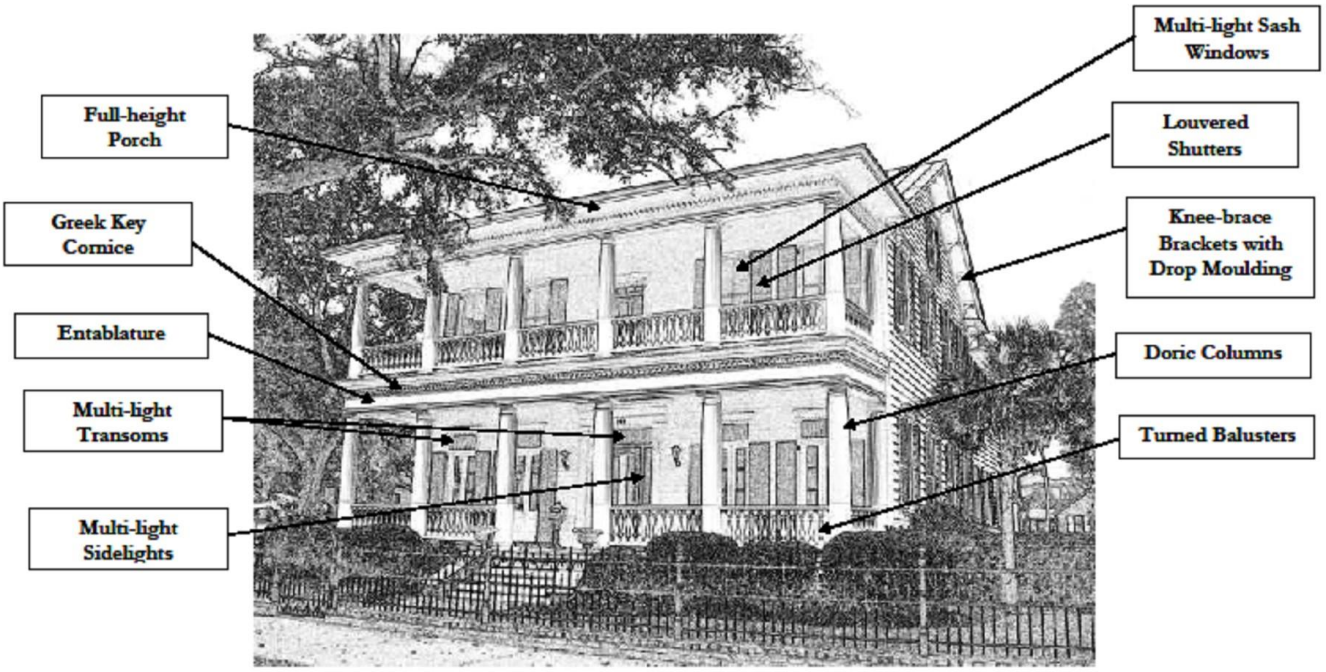
The Georgetown Single House refers to a local building form adapted from the Georgian and Federal styles of the period. The Georgetown Single House refers to a one-and-one-half-, or two-story frame dwelling built with a side façade facing the street. These houses have hipped roofs and both interior and exterior walls brick chimneys. The main entrance faces the side yard and wide porches are located on one or more of the dwelling's façades. Common details include dentils or modillion blocks at the eaves and entrances with sidelights and transoms. This house form is reflected in some of the earliest remaining dwellings in the city and continued to be constructed well into the 19th century.



The Eleazer Waterman House built ca. 1770 at 622 Highmarket Street is an example of a Georgetown Single House.

HOUSE FORMS – GREEK REVIVAL, ca. 1820 - ca. 1870

The Greek Revival style is based on the Doric, Ionic, and Corinthian orders in ancient Greek architecture. The Greek Revival style was commonly used in the construction of public buildings such as the Georgetown County Courthouse, but it was also used for residences of the period. In towns such as Georgetown, this style was often built with a full-height portico and with columns based on classical forms. Entrances often contain sidelights and transom and a paneled wood door. Windows are generally rectangular in design and at the roofline are cornices embellished with dentils or other classically derived decoration.



Greek Revival-style William Doyle Morgan House at 732 Prince Street.

HOUSE FORMS – ITALIANATE, ca. 1850 - ca. 1880

The Italianate style was a highly decorative style of the 19th century, departing from Classical architecture. It was a common residential style that could also be applied to commercial architecture. Italianate dwellings may be of brick or frame construction and are more often two stories in height, rather than one story. The footprint of an Italianate house may be square or asymmetrical. Windows on Italianate buildings are often elongated and narrow and feature decorative hoods. A low-pitched roofline is common, and the eaves are embellished with decorative brackets. Other signature features of the Italianate-style dwelling are towers, cupolas, and porch arcades.

Italianate style Moses House at 722 Prince Street built ca. 1878.

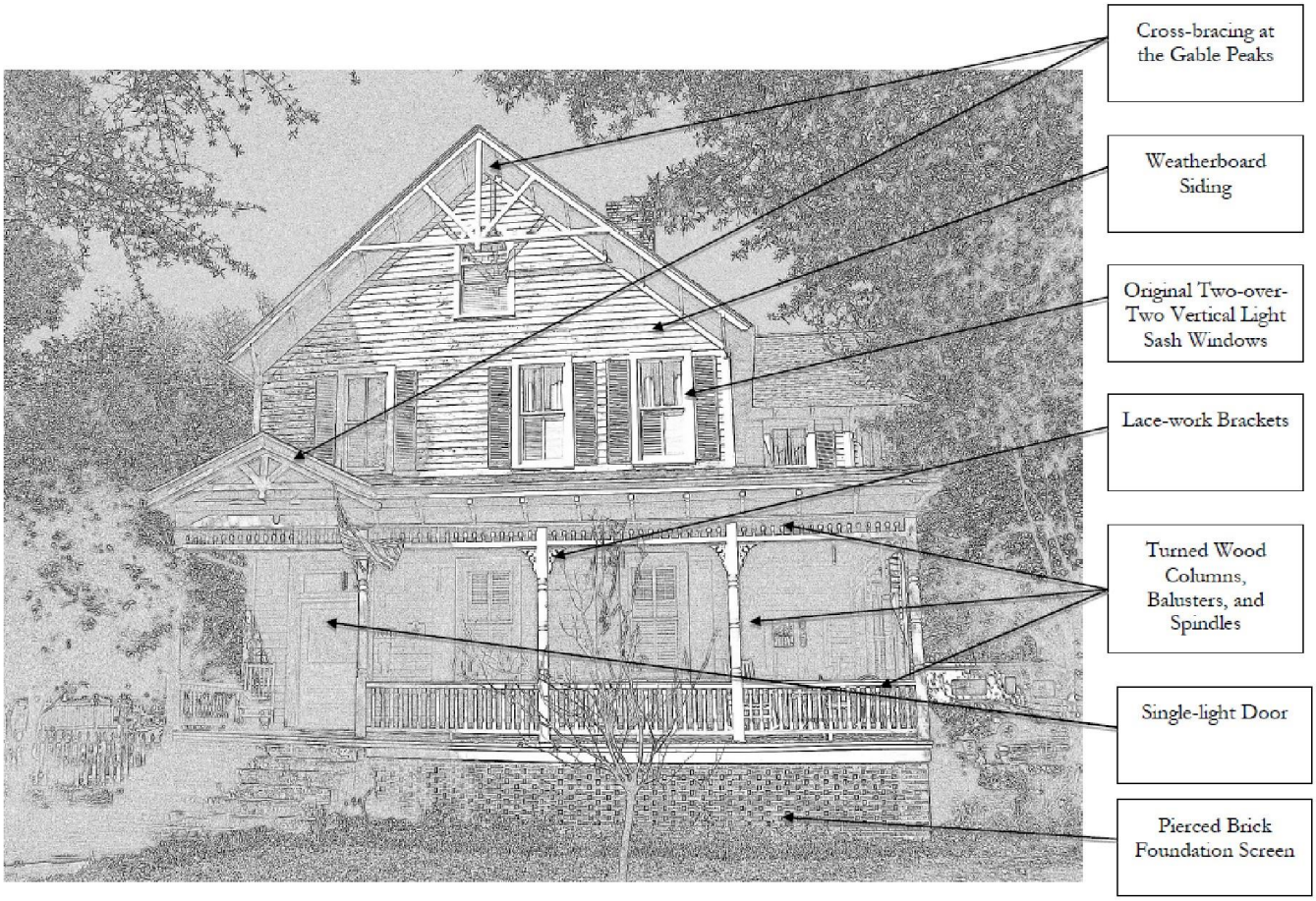
HOUSE FORMS - QUEEN ANNE, ca. 1880 - ca. 1910

The Queen Anne style was popularized in the late 19th century and featured an asymmetrical floor plan and extensive exterior detailing. This style is generally two-stories in height and often features corner towers, turrets, or projecting bays. Exterior wall surfaces are often varied with mixtures of brick, wood, stone, and wood shingles. Large wraparound porches with milled columns and balusters are usually present on the main façade. Windows are one-over-one sash or of small multi-light design. Roofs may have slate or metal standing seam surfaces. Brackets or decorative vergeboard are often found in the gables.

Queen Anne-style dwelling built ca. 1903 at 225 Broad Street.

HOUSE FORMS - STICK, ca. 1860 - ca. 1910

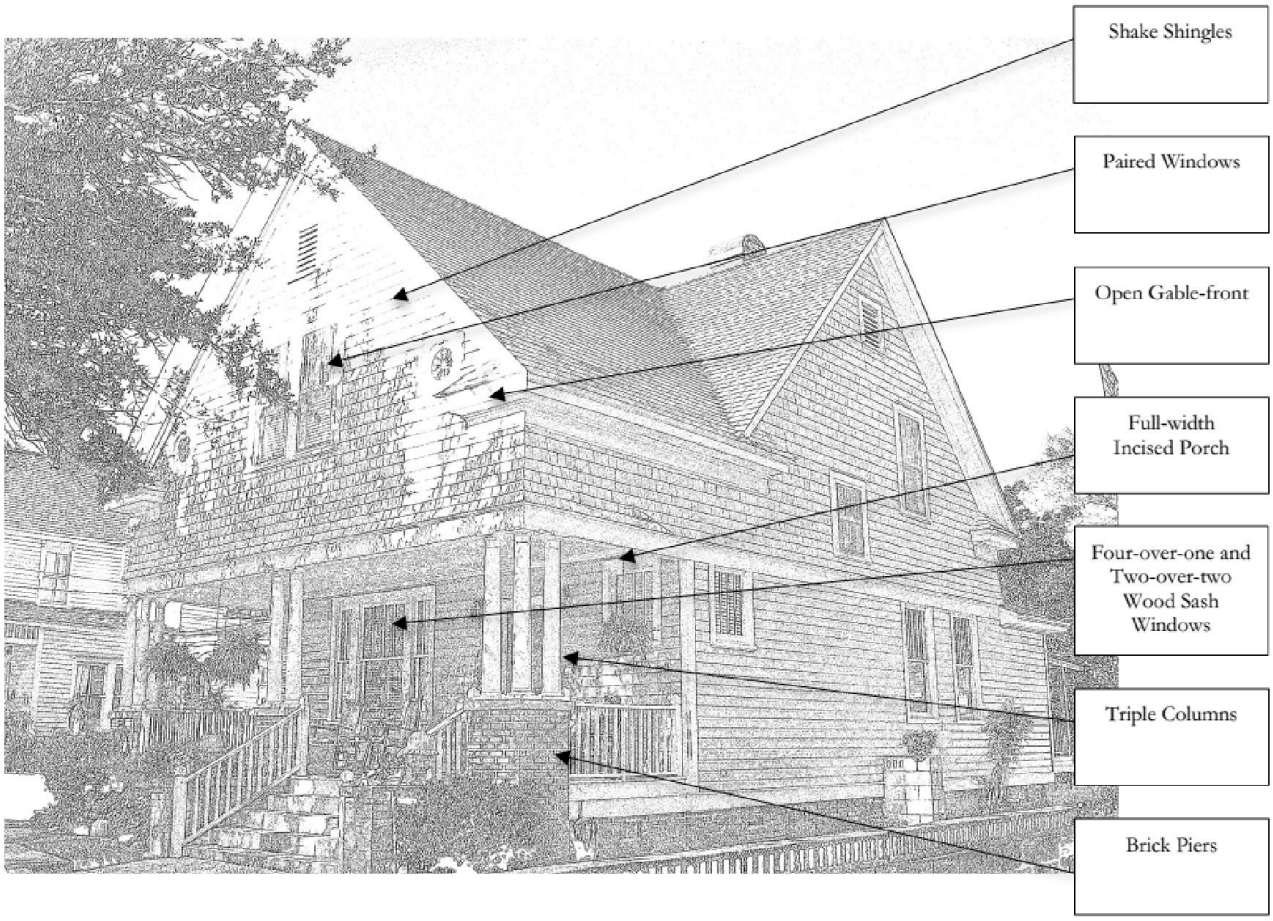
The Stick style was a strictly residential style of the 19th and early 20th centuries. The defining characteristic of the style was the treatment of the exterior wall surface as its own decorative element. As its name suggests, a Stick-style dwelling was of frame construction. The stick-work was applied to the exterior plane and did not have any structural bearing to the balloon-frame construction. Stick-style dwellings have steeply-pitched roofs, often with multiple gables, eave brackets, and kingposts. Porches on these houses were also locations for additional decorative wood work.



Stick style dwelling built ca. 1897 at 1004 Highmarket Street.

HOUSE FORMS - SHINGLE, ca. 1880 - ca. 1910

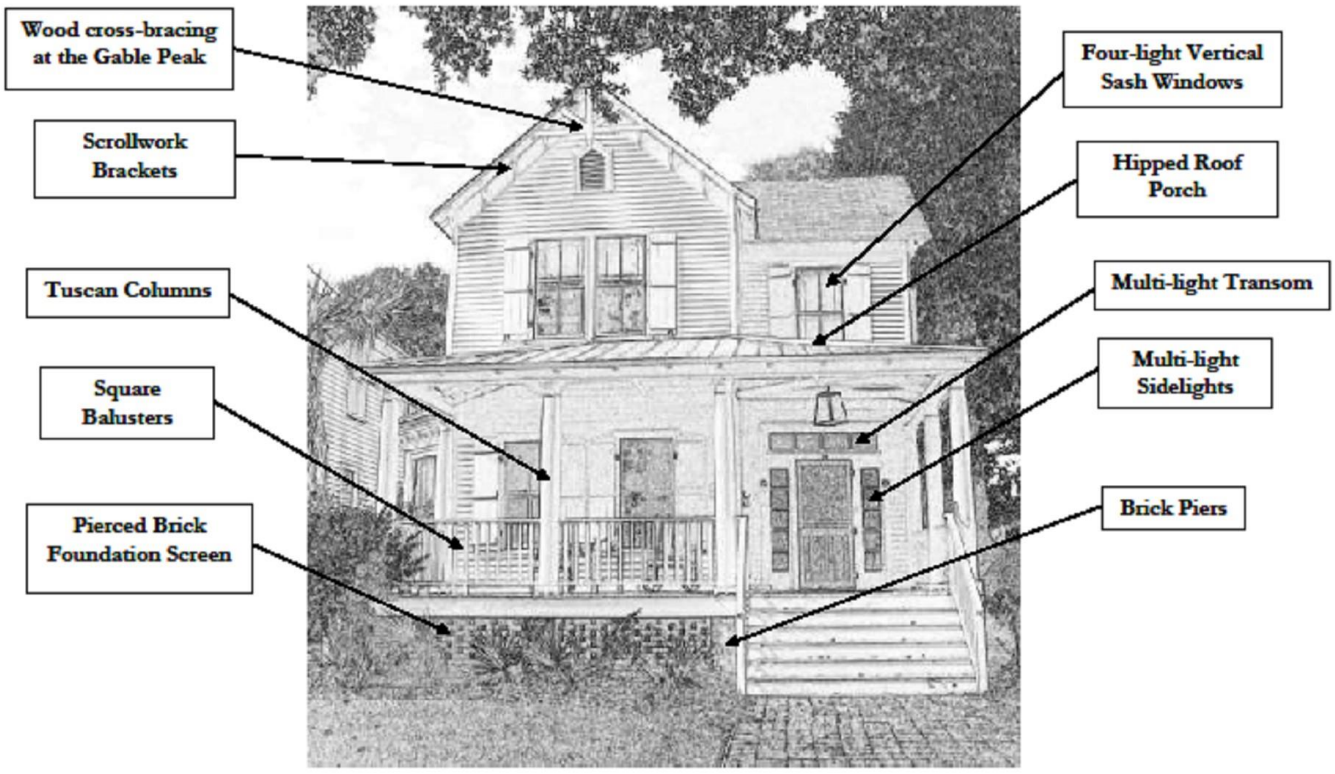
The Shingle style is self-descriptive, with continuous wood-shingle cladding of exterior wall surfaces. These dwellings have asymmetrical plans and steeply pitched roofs of hip, gable, or gambrel form. They are invariably two or even three stories in height. Towers, Palladian windows, and arched openings on porches are sometimes incorporated into the design of Shingle-style houses. The Shingle style is a uniquely American version of a combination of Queen Anne, Colonial Revival, and Classical influences. Due to the free-form character of the style, it would be difficult to identify without its signature shingle cladding.



Shingle style house at 119 Broad Street built ca. 1900.

HOUSE FORMS - FOLK VICTORIAN, ca. 1880 - ca. 1910

A popular house form for residential dwellings during the late 19th and early 20th centuries is the Folk Victorian style. These dwellings can be one to two stories in height and are typically built in gable front, gable front and wing (gabled ell), and pyramid square plans. These dwellings reflect the Queen Anne and Colonial Revival styles in their spindlework porch details or classical columns. Georgetown's prominence as a lumber producing community at the turn of the 20th century resulted in many dwellings displaying elaborate woodwork for roof eaves, porches, and window hood molding.



Two-story gabled ell Folk Victorian dwelling at 125 Broad Street, built ca. 1900.

HOUSE FORMS - AMERICAN FOURSQUARE, ca. 1900 - 1930

The American Foursquare refers to a vernacular architectural form based on both Colonial Revival and Craftsman influences of the early 20th century. A two-story, box-shaped house, the American Foursquare reflected a trend toward simplicity and efficiency following popular Victorian styles with a high degree of decorative embellishment. American Foursquares may be of brick or frame construction. Their façades might have a full-width porch or a simple gabled entry stoop. Hip roofs with deep overhanging eaves are typical of the American Foursquare. Porches can have a variety of details but classical columns such as Tuscan and Doric are common as well as square brick columns.

American Foursquare dwelling at 624 Front Street built ca. 1915.

HOUSE FORMS - SHOTGUN, ca. 1870 - ca. 1920

The Shotgun house is a vernacular form rather than a style of residential architecture. The form invariably has a gable-front façade, is one room wide, and is of frame construction. The Shotgun plan lacks a hallway passage; instead, rooms are massed in a row with door openings that align with the exterior doors on the primary façade and rear elevation. Shotgun houses are culturally associated with the South and originated in coastal communities. As Southerners migrated into the Mississippi and Ohio River valleys, the Shotgun form became distributed across these areas as well. The dwellings were commonly plain, but can be embellished with decorative features of any architectural style.

Shotgun style dwelling built ca. 1907 at 215 St. James Street.

HOUSE FORMS - CRAFTSMAN/BUNGALOW STYLE, ca. 1910 - 1940

The Craftsman or Bungalow style was the most common architectural style in America during the early 20th century. The Craftsman style is characterized by square plans with low-pitch gable or hipped roofs, often with shed dormers. Windows are double hung-sash with three or more vertical lights in the top sash and a single-light bottom sash. Craftsman dwellings have large broad porches which usually extend across the front façade and are supported by tapered columns resting on stone, frame, or brick piers. In contrast to the vertical emphasis in Victorian styles, Craftsman dwellings emphasized the horizontal, with wide windows and wide roof eaves. In many examples, rafter ends and knee braces are visible below the eaves. The popularity of the Craftsman style corresponded with the early 20th century growth and development of Georgetown and many dwellings reflect this style.

Bungalow style dwelling at 422 Highmarket Street built in 1925.

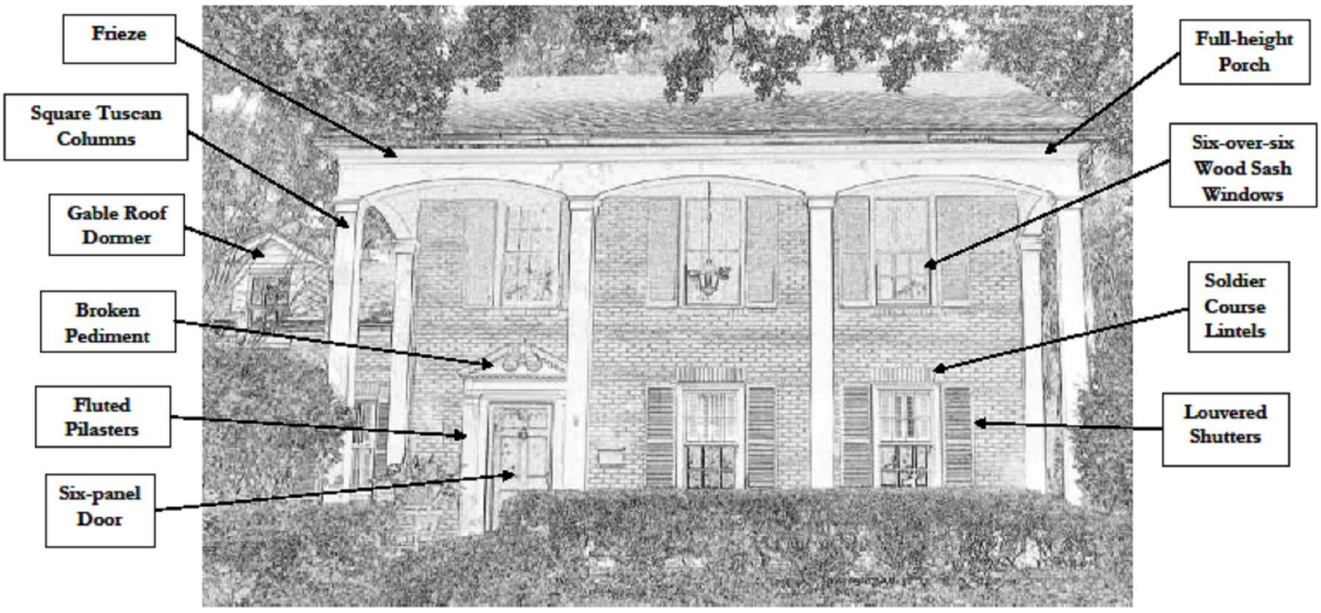
HOUSE FORMS - TUDOR REVIVAL, ca. 1915 - 1940

Although less popular than Bungalows, the Tudor or English Revival style was also built in Georgetown. These dwellings are based upon medieval house forms of England and were popular in America from 1915 to 1940. These house forms have high pitched gable roofs, multiple gables on the main façade, and are generally of brick and stucco construction. Doors are often set within rounded or Tudor arches while windows often have multiple lights in the upper and lower sashes. In gable fields stucco and wood are often combined to create the appearance of half-timbering.

Tudor Revival-style dwelling at 612 Highmarket Street built ca. 1925.

HOUSE FORMS - COLONIAL REVIVAL, ca. 1900 - 1950

The Colonial Revival style emerged at the turn of the 20th century as Americans embraced their history. The style emphasized simplicity, order, and symmetry, and therefore represented a movement away from the highly embellished and often asymmetrical designs of Victorian Revival styles. Colonial Revival-style dwellings may have a side-gable or hip roof. Their exteriors may be of brick or weatherboard siding, which is usually painted in white. The façade may have a full-width porch or a simple gabled pediment over the entrance, typically with columns. Windows are wood-sash, often in six-over-six or one-over-one configuration.



Colonial Revival-style dwelling at 305 Meeting Street built in 1946.

HOUSE FORMS - DUTCH COLONIAL REVIVAL, ca. 1900 - 1940

The Dutch Colonial Revival Style became popular as Americans turned away from ostentatious Victorian designs, focusing on Colonial designs. Typically, early 20th-century houses were distinguished by a general symmetry in the arrangement of their parts and restraint in ornamentation. The Dutch Colonial Revival was a two-story dwelling with a signature gambrel roof. Windows were often placed in multiple light divisions, shutters are common, and entrances feature paneled doors with sidelights and transoms. Primary entrances typically are not accompanied by full porches, rather a stoop or entry porch with a canopy or gable pediment.

Dutch Colonial Revival-style dwelling at 813 Prince Street built in 1929.

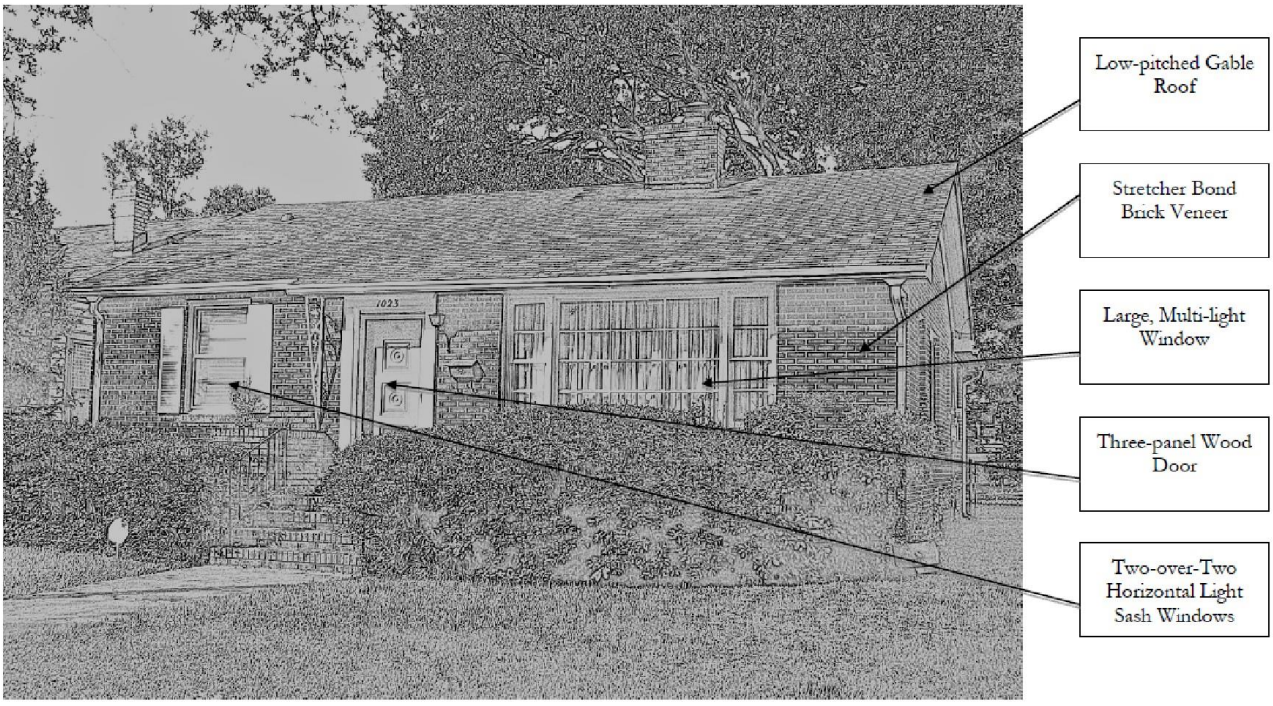
HOUSE FORMS - SPANISH REVIVAL ca. 1915 - 1940

The Spanish Revival style became popular in the early 20th century and is derived from the Spanish Colonial period. Stucco exteriors and arched openings are common elements of the style. Dwellings of this style usually have low pitched roofs, which may be clad in terra cotta tiles. Exterior doors may be heavy wood and have surrounds of decorative accents of tile or stone. Balconies and roof parapets are common decorative features. Spanish Revival-style dwellings may feature a large focal-point window, which might have a decorative wrought iron grille. The style is not attached to any particular plan.

Spanish Revival-style dwelling at 518 Prince Street built ca. 1925.

HOUSE FORMS - MINIMAL TRADITIONAL, ca. 1930—1960

By the mid-1930s and especially after World War II, nationwide, there was a high demand for new homes. Minimal Traditional-style houses in particular were compact, affordable starter homes, built as tract housing across the country. Built in mass numbers, the unadorned Minimal Traditional style represented the converse of the design principle of the Craftsman movement. Some elements of the Colonial Revival style, such as a symmetrical façade, or of the Tudor Revival style, such as arched openings, were borrowed in the design of Minimal Traditional-style dwellings. The latter was a stripped down version of revival styles. Minimal Traditional homes exhibit traditional design elements including side-gable or gable-and-wing roof configurations with little or no overhang and simple exterior designs with little variation in materials.



Minimal Traditional-style dwelling at 1023 Prince Street built in 1959.

HOUSE FORMS - RANCH, ca. 1940-1970

In the mid-20th century, the Ranch style became popular across the nation. With servicemen returning from World War II, the demand for housing greatly expanded, and suburban tracts were developed on the periphery of cities and towns. Ranch style plans were designed with families in mind, opening the interior space and creating a more casual environment for family use. Ranch plans are typically rectangular in shape, with the long side oriented towards the street. This layout differed sharply from earlier traditional urban neighborhood planning when large yards were not common. Further, the wide porches of the Bungalow style was eliminated in Ranch designs, as families gravitated to the back yard and patio for outdoor time. Ranch-style houses often feature large picture windows on the façade and oversized chimneys. These dwellings are frame in construction and may have brick veneer and other exterior masonry materials.

Ranch style dwelling at 124 St. James Street built in 1950.

APPENDIX C -
THE GEORGETOWN HISTORIC DISTRICT: COMMERCIAL ARCHITECTURE STYLES

Architecture in the commercial district reflects the longevity of the town, with historical styles ranging from the late 18th century to the mid-20th century. The architectural style of a building is defined by such attributes as the exterior materials, architectural details, roof shape, and arrangement of features. These features are often associated with a particular architectural style such as Art Deco or Italianate.

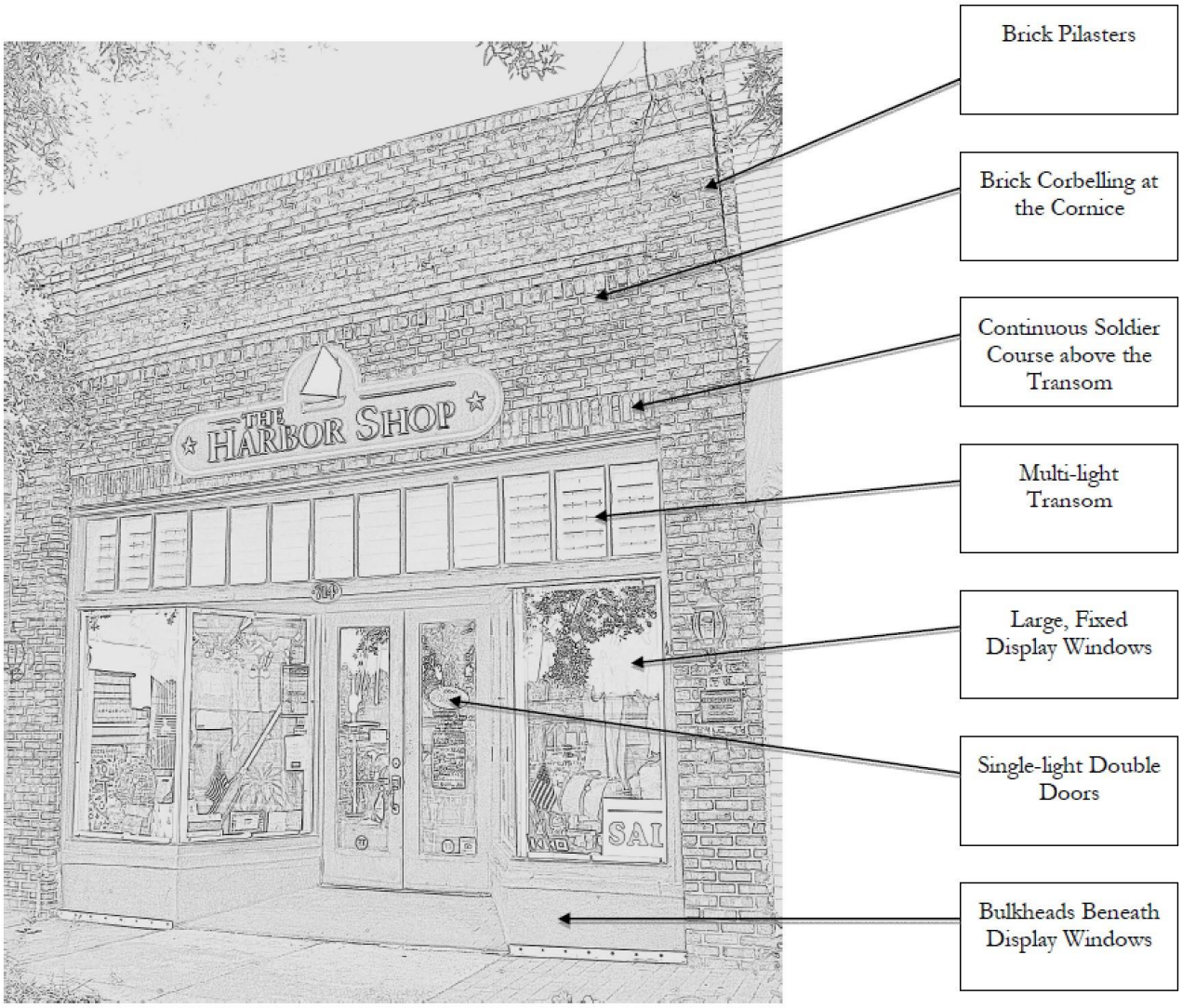
A building with few, if any, architectural details is sometimes referred to as vernacular. These building reflect local traditions and/or materials and represent local craftsmanship without a conscious attempt to mimic current fashion. Vernacular buildings are an important record of a community's history and should not be "dressed-up" with architectural ornamentation.

High-style buildings, on the other hand, are usually architect-designed and show the influence of current architectural styles. Such buildings are accentuated with architectural elements and details that reflect a specific architectural style or styles. When applying the design guidelines, a building with minimal ornamentation is considered an equal of a building with numerous decorative elements. Both vernacular and high style buildings can have a clear building type.

In addition to stylistic influences, commercial buildings can be categorized by their type or form, which is independent of exterior ornamentation. Type takes into account the interior floor plan as well as the height, and in some cases other considerations such as roof shape. Richard Longstreth's publication, *The Buildings of Main Street*, outlines these commercial building types based on their two separate components, storefronts and upper façades. These One- and Two-part Commercial Block building types were common in small and mid-size communities throughout the country in the late nineteenth and early twentieth centuries. In Georgetown there are examples of both forms of commercial block buildings.

One Part Commercial Block (1840s – 1950s)

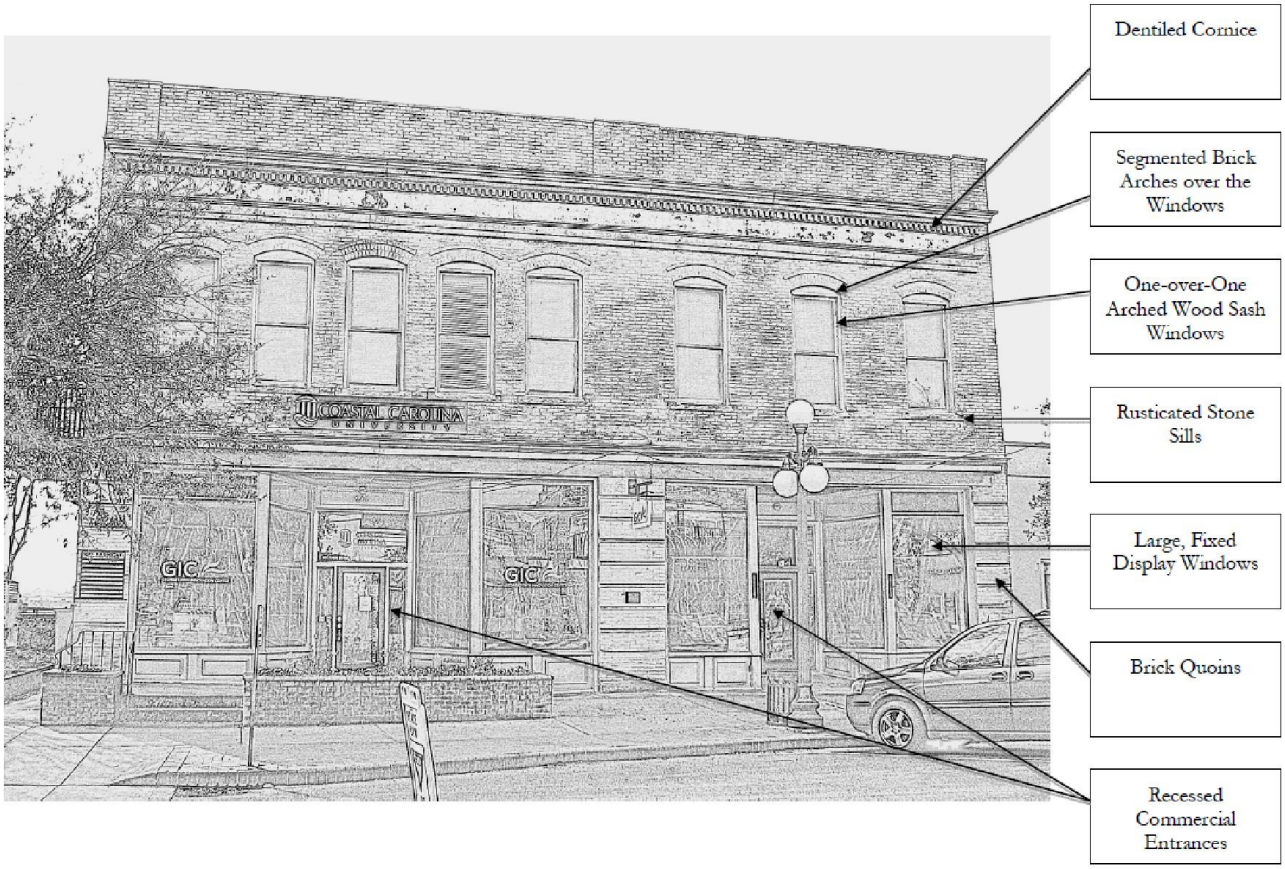
- One story.
- Front façade consists of a storefront with a cornice.
- Storefront contains large display windows and a prominent entrance.
- Storefront façades range from plain to ornamented.



The commercial building at 714 Front Street illustrates the One-Part Commercial Block form with a storefront of display windows, a recessed entrance and a cornice below the roofline.

Two Part Commercial Block (1840s - 1950s)

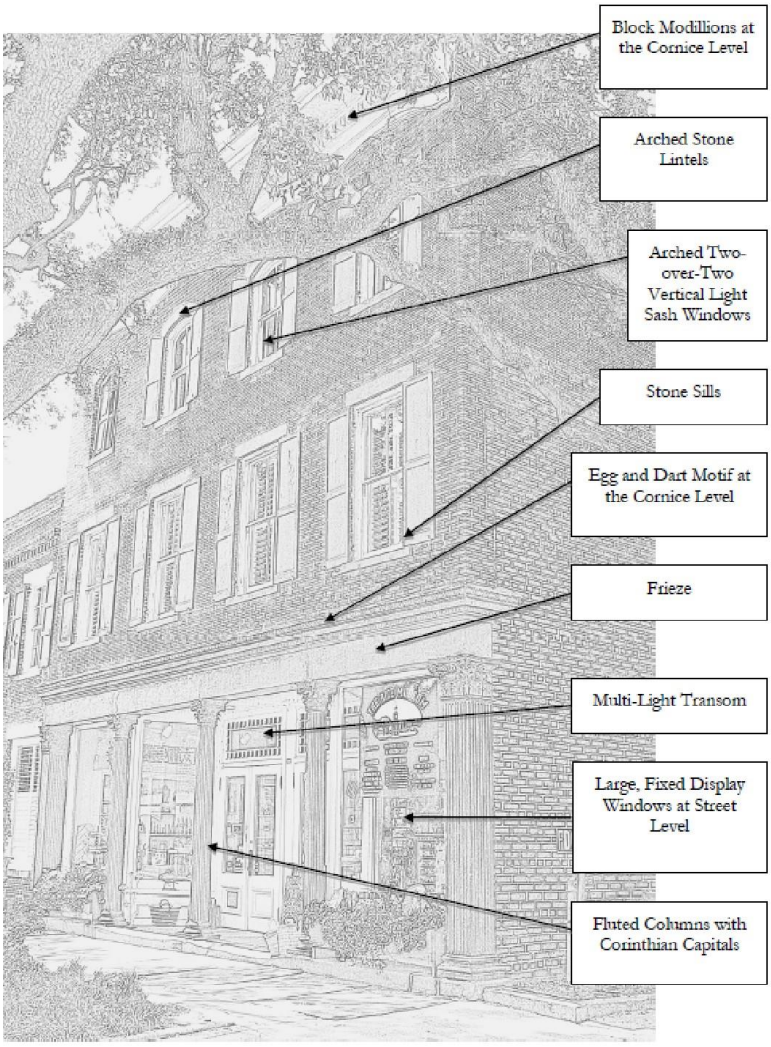
- Two to four stories in height and divided into two distinct parts—ground level storefront and upper floors.
- Ground level storefront houses public spaces such as a store or restaurant and is separated from the upper floors by a cornice.
- Upper floors house more private spaces such as apartments or offices, marked by a row of windows.
- May have multiple storefronts.



The commercial building at 901-903 Front Street illustrates the Two-Part Commercial Block form with an upper floor between the storefront level and the cornice of the two-story roofline.

Greek Revival (1820s - 1860s)

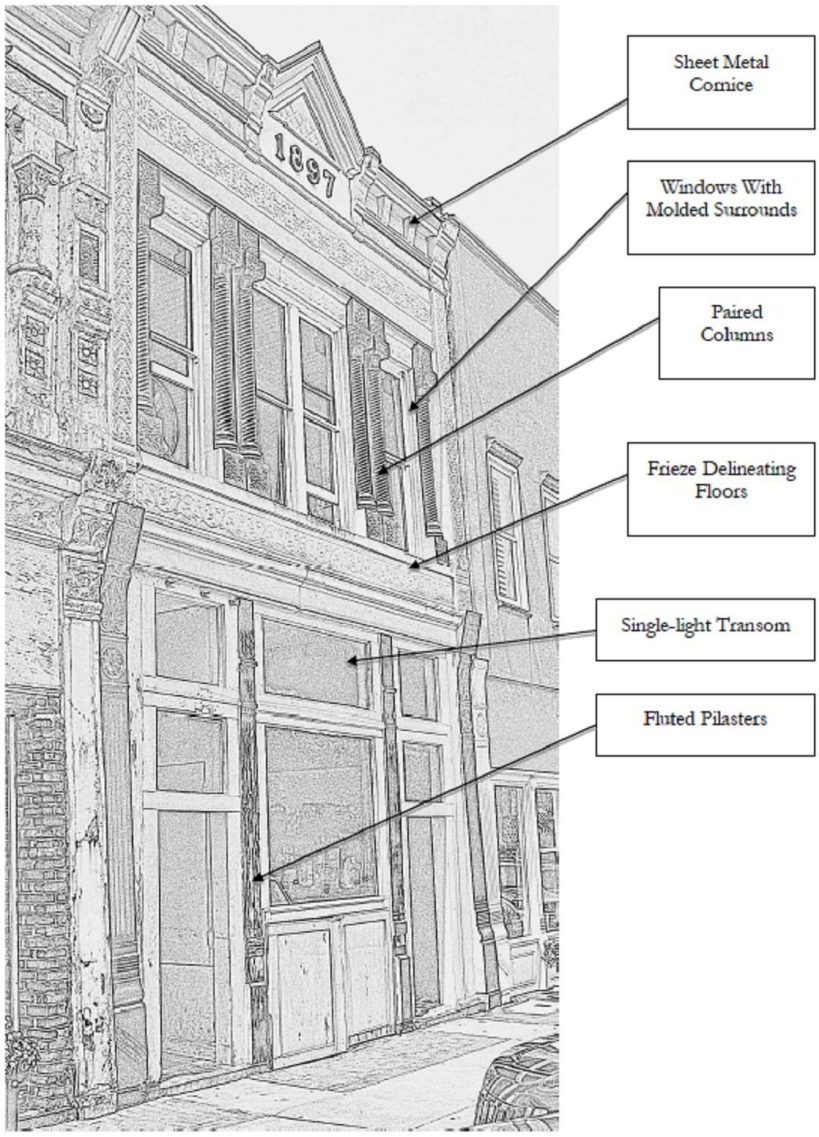
- Based on the Doric, Ionic, and Corinthian orders in ancient Greek architecture.
- Often features pilasters or columns based on classical forms.
- Entrances often contain sidelights and transom and a paneled wood door.
- Windows are generally rectangular in design and at the roofline are cornices embellished with dentils or other classically derived decoration.



The Kaminski Building constructed in 1842 at 633 Front Street represents the Greek Revival style with Corinthian columns spanning the storefront.

Italianate (1870s - 1890s)

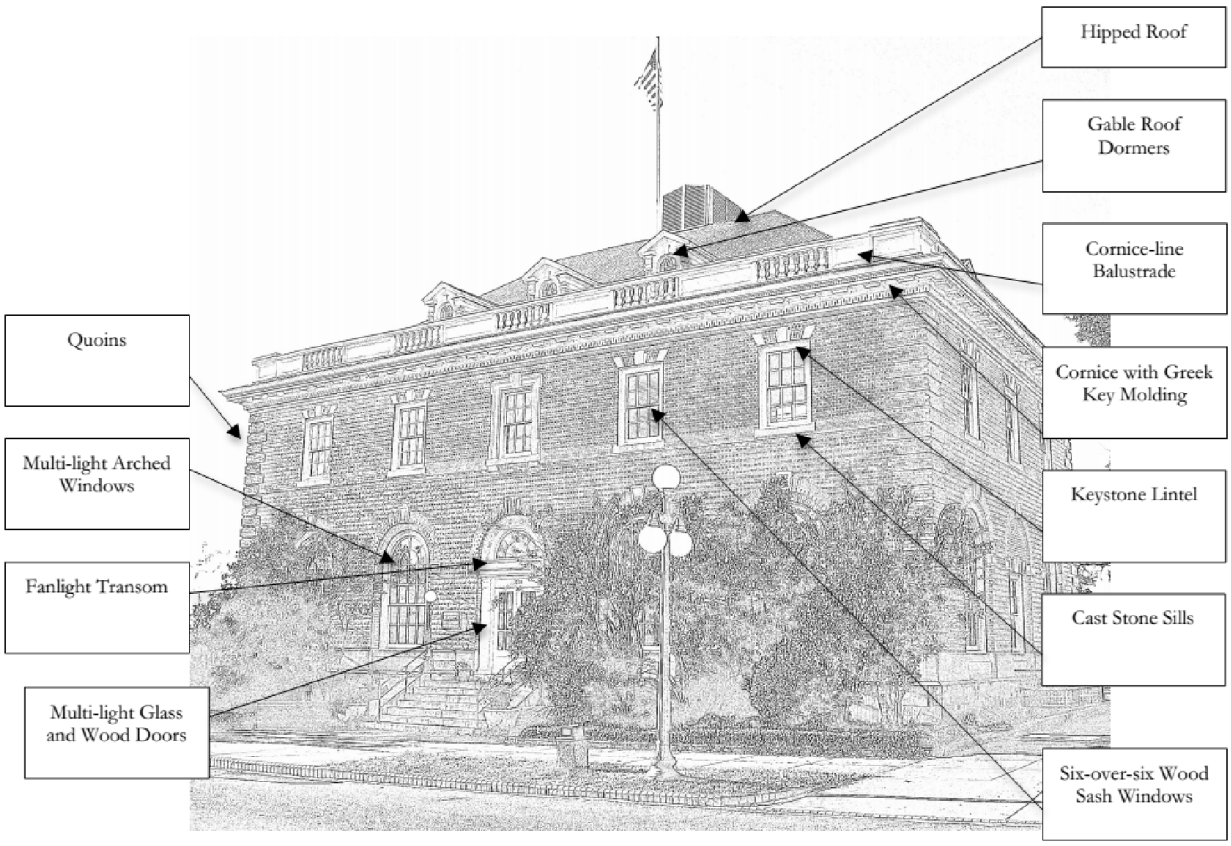
- Dominant late nineteenth century architectural style for commercial buildings.
- Rectangular or arched windows with decorative molding.
- Elaborate cornices at the roofline.
- Often has cast iron columns or pilasters on the storefront.



The commercial building at 803 Front Street represents the Italianate style with cast iron columns and a sheet metal cornice at the roofline.

Colonial Revival (1890 - 1940)

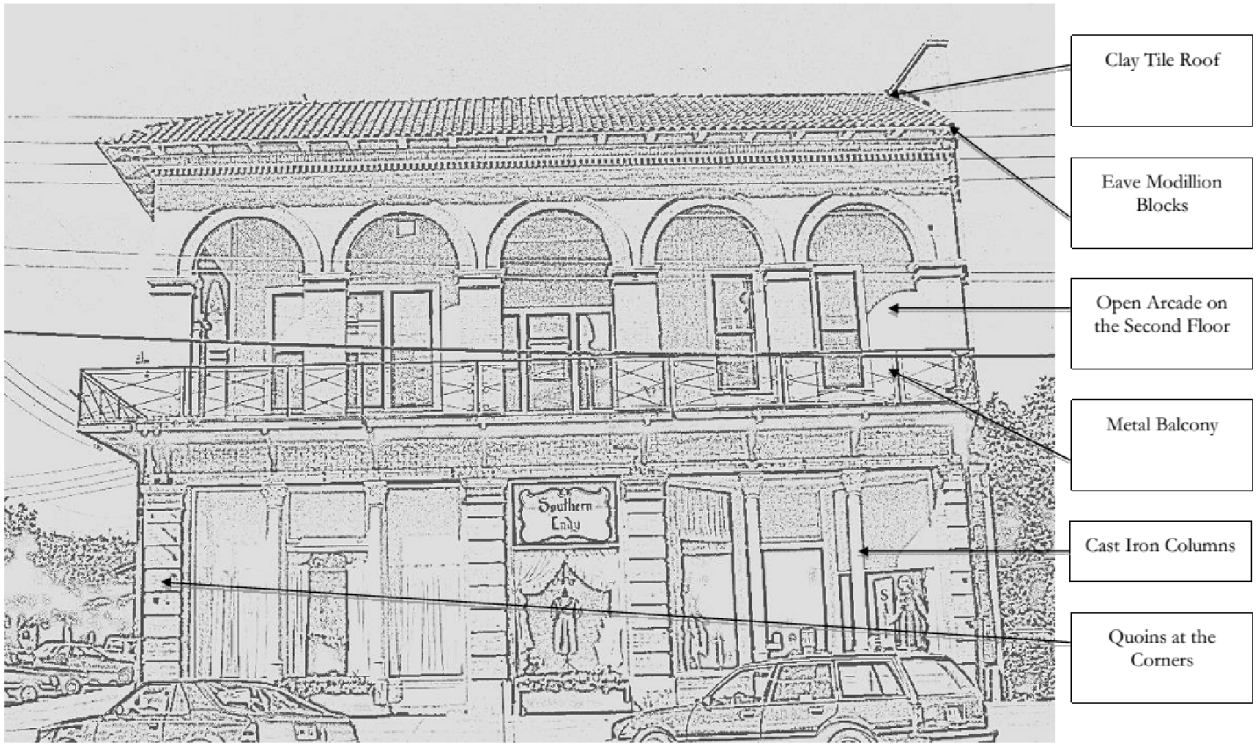
- Often used for banks and public buildings in commercial districts.
- Rectangular or arched windows with six-over-six wood sash windows.
- Classical decoration such as quoins, belt courses, pilasters, and roof balustrades.
- Prominent entrances with transoms and decorative surrounds.



The former U.S. Post Office at 1001 Front Street is a notable example of the Colonial Revival style and was built in 1906.

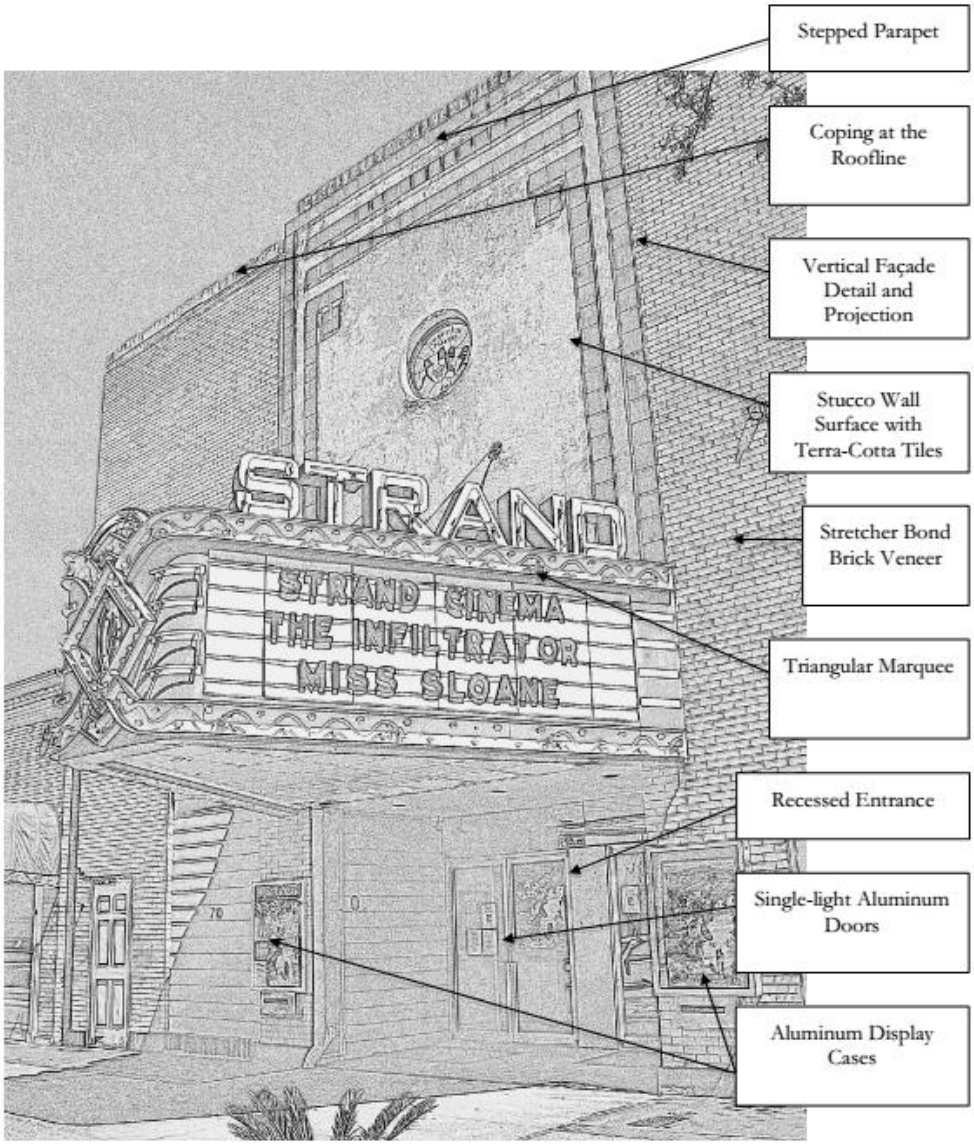
Spanish Revival (ca. 1920 - 1940)

- Roofs are often hipped with clay tile.
- Arched entrances and upper floor windows
- Upper floors often have wrought iron balconies and arched porches.
- Exterior walls are often of light colored brick or stucco.



Art Deco (1920s – 1940s)

- Sleek vertical emphasis.
- Geometric patterns (chevrons and zigzags) at cornice and over windows and doors.
- Cast concrete figures or designs, tiles, and glass block were popular.
- Smooth exterior surface, often stuccoed.



The Strand Theater at 710 Front Street is illustrates the Art Deco style in design and materials with tiles arranged to emphasize vertical borders of a stucco surface.

APPENDIX D -
Sample COA Application Form

APPLICATION FOR CERTIFICATION OF APPROPRIATENESS
CITY OF GEORGETOWN ARCHITECTURAL REVIEW BOARD

Note: Inpnparing this applicatim you slwull familiarize yourself with the applicable Historic District Des:Wt Guidelines, which can be found on the City website v.cogg::.com) Try to CO:tq)ly asbestas: you canwith theguidelineswitll your proposed project.

This form must be completed andrequiredmat.erials mu:t be submitted to the City of Georgetown Building& Plant"JingDepartment no later than the deadline. A REPRESENTATIVE MUST BE PRESENT AT THE MEETING TO HAVE YOUR REQUEST HEARD.

Applicant's Name: _____

Tax Map Number: _____

Mailing Address:_____

Telephone: Business_____ _____ Home _____

Site Address: _____ _____

Zoning:
_____ R4 (High Density Residential)
_____ Rl (Low Density Residential)
_____CC (Core Commercial)
_____ WC (Waterfront Commercial)

Type of Request:

Demolition	New Construction
.A1terati on	Fence
Repair	Addition

Description of Proposal:

_____
_____
_____
_____

(Over)

Ovvner _____
Telephone _____

Address _____

Architect _____
Telephone _____

Address _____

Contactor _____
Telephone _____

Address _____

_____ _____
Signature of Applicant/Agent Date

_____ _____
Printed Name Contact Telephone #

Please submit all required documents from checklist attached.
Application Fees are made payable to The City of Georgetown
Fee: $30.00 Application for Approval (GL#OOl0-00-323.025)
$15.00 Review of Revisions (GL#OOl0-00-323.025)

.....

FOR OFFICE USE ONLY

Fee Paid: _____ Received By: _____

Date: _____

Application Complete _____Yes _____No

Notes: _____
_____
_____

IVIeeting Date: _____

CITY OF GEORGETOWN
ARCJITTECTURAL REVIEW BOARD
SUBiv.IISSION l\.1ATERIALS CHECKLIST

- The Architectural Review B card must approve any change or alteration to the exterior of any structure in the Historical District, as wcll as the demolition or nev;r construction of any building or fence.
- Detailed drawings must be submitted along with your completed application fonn and the $30 application fee ($15.00 for the review of required revisions). Late or incomplete submittals Vlill not be placed on the agenda for that month's meeting. **Please note all projects will be revP.ved by the Building & Planning Da.rt.n"8\t to <l'i:sure Zoning Col\l)liance prior to beingpresented to the Architectural ReviEw Board.
- Required material::Jsamples are listed below and include but not limited to:

  Nıw Construction!AddimnsiR.enovati.om/Alterations: Elevation and design d!awings d!aVim to seale of the front, sides and rear of all proposed new structures and!or faY3-des proposed to be renovated. Site plan illustrating the location of existing structures and proposed new structure and/or additions; landscape plan illustrating the location of existing landscape and proposed new landscaping, color samples of paint, brick, shingles, siding, windows, etc.

  Fences! Walls: Site Plan illustrating location of fence, "W3.ll and lot lines. Material :illllples and design d!awing.

- Ten (10) copies of allrequired materials must be submitted to the Bui1ding and Planning Department, as all members of the Architectural Review B oard must receive and review all n:aterials prior to the meeting.
- If the Architectural Review B oard is not satisfied with your design, or needs additioral infunnation to make a decision, they will usually allow the applicant to withd!aw the application or defer the application. This does not mean you cannot reapply, or provide additional information at the next meeting.
- If your application is deferred or withdraVim and you wish to come back at the next. meeting with an a1temative proposal, you will need to infonn the Bui1ding and Planning Department before the deadline for the next meeting. You \Wl be required to pay another fee ($15.00) and fill out another application; you will be advertised as "Old Business" and must provide new d!awings and or :illllples at 1east one vveek prior to the meeting.

PLEASE BE AWARE THAT STAFF AND BOARD MEMBERS MAYBE VISITING THE SITE PRIOR TO THE MEETING IN ORDER TOTAKE PICTURES AND MAKE A VISUAL INSPECTION OF THE EXTERIOR.

CITY OF GEORGETOWN
ARCJITTECTURAL REVIEW BOARD

CHECKL1ST FOR REQUIRED MATERIALS:

NEW CONSTRUCTION/ADDITIONSIRENOVATIONS/ALTERATIONS:

_____ Elevation and design chawings to sC3le showing front, sides and rear of all proposed nevv structures and!or fucades proposed to be renovated.

_____ Site plan illust!ating the location of existing structures and Proposed nevv structure and!or additions

_____ Landscape plan

_____ Color samples of paint, building materials including windovvs, Shin@es, lighting plan, etc.

FENCE S/ WALLS:

_____ Site Plan showing location of fence/ wall And1ot lines

_____ Material Samples

_____ Design chawings

**TEN (1.0) COPIES OF ALL REQUIRED INFORMATION MUST BE SUBMITTED TO THE BUILDING AND PLANNING DEPARTMENT AT THE TIME OF APPL!CATION. THE BUILDING AND PLANNING DEPARTMENT WILL REVIEWALL PROJECTS TO ASSURE ZONING COMPLlANCE PRIOR TO BEING PRESENTED TO THE ARCITECTURAL REVIEW BOARD.

Building & Planning Department, City of GeorgetoVJn
120 N. Fraser Street, PO Dra...ver 939, GeorgetoVJn, SC 29440
(843)-545-4010

APPENDIX E - Economic Hardship and Applicability

If an applicant so requests, the Architectural Review Board can take into consideration economic hardship in its design review. In its determination, the ARB would consider that by reason of the exceptional deterioration of the structure or by reason of the particular economics of the proposed project, the strict application of the design guidelines would result in peculiar and practical difficulties or undue economic hardship upon the owner. The ARB would also consider whether the relief of the particular hardships would not establish substantial detriment to the public good or substantially impair the intent and purpose of the city's historic ordinance. The peculiar hardship would apply to the particular land or building regardless of the owner, and the peculiar hardship is not created as a result of an act upon the part of the applicant.

If a COA is denied to a property owner, the ARB will consider substantial hardship and other factors that may affect an owner's ability to undertake and complete rehabilitation or other work considered. Substantial hardship, caused by unusual and compelling circumstances, is based on one or more of the following:

- The property cannot reasonably be maintained in the manner dictated by the ordinance;
- There are no other reasonable means of saving the property from deterioration or collapse, or;
- The property is owned by a nonprofit organization and it is not feasible financially or physically to achieve the charitable purposes of the organization while maintaining the property appropriately.

In the case of a proposed demolition of a building that contributes to the historic or architectural significance of a locally designated district the ARB will take into account if the denial of the demolition will result in a substantial hardship on the applicant.

When a claim of economic hardship is made, the owner and/or parties in interest must provide evidence describing the circumstances of hardship. Evidence may include:

1. Nature of ownership (individual, business, or nonprofit) or legal possession, custody and control;
2. Financial resources of the owner and/or parties in interest;
3. Cost of repairs;
4. Assessed value of the land and improvements;
5. Real estate taxes for the previous two (2) years;
6. Amount paid for the property, date of purchase and party from whom purchased, including a description of the relationship between the owner and the person from whom the property was purchased, or other means of acquisition of title, such as by gift or inheritance;
7. Annual debt service, if any, for previous two (2) years; and
8. Any listing of the property for sale or rent, price asked, and offers received, if any.

For income producing properties;

9. Annual gross income from the property for the previous two (2) years;
10. (Itemized operating and maintenance expenses for the previous two (2) years, including proof that adequate and competent management procedures were followed; and;
11. (Annual cash flow, if any, for the previous two (2) years.

Within thirty (30) days of the board's hearing on the claim, the board shall cause to be made a finding of undue or no undue economic hardship. In the event of a finding of no undue hardship the board shall report such finding to the building official. The building official, after consulting with the city administrator may then cause to be issued an order for such property to be repaired within the time specified. In the event of a finding of an undue hardship, the finding shall be accompanied by a recommended plan to relieve the hardship. This plan may include loans or grants from public, private, or nonprofit sources, acquisition by purchase or eminent domain or relaxation of the provisions of the "Demolition by Neglect" Ordinance (see Appendix D) sufficient to mitigate the undue economic hardships.

APPENDIX F - Demolition by Neglect

Demolition by neglect. Obvious and/or continuing neglect by a property owner or owners in the maintenance of a building resulting in a lack of protection against weather, vagrants, and vermin, which threatens the safety, stability, and integrity of the structure.

Significant structure. A residential structure that is listed as contributing to the Georgetown National Register Historic District or a commercial structure within the district that is listed as contributing or meets one or more of the following criteria
(Structures are listed as contributing or noncontributing in the current edition of the city's cultural resources survey. A copy may be found in the office of the city clerk.):

(1) Has significant inherent character, interest, or value as a part of the development or heritage of the community, state, or nation;
(2) Is the site of an event significant in history;
(3) Is associated with a person or persons who contributed significantly to the culture and development of the community, state, or nation;
(4) Exemplifies the cultural, political, economic, social, ethnic, or historic heritage of the community, state, or nation;
(5) Individually embodies distinguishing characteristics of a type, style, period, or specimen in architecture or engineering;
(6) Is the work of a designer whose work has influenced significantly the development of the community, state, or nation;
(7) Contains elements of design, detail, materials, or craftsmanship which represents a significant innovation;
(8) Represents an established and familiar visual feature of the neighborhood or community;
(9) Has yielded or may be likely to yield, information important in history or prehistory.
Board. The building board of appeals as established in Appendix B of the International Building Code.

Emergency measures. Repairs requiring immediate attention, as determined by the building official.

Stabilization repairs. Any required repairs beyond emergency measures.

Procedure:

(a) In the event that the city's building official finds that a significant structure (as defined in this article) appears to be threatened with destruction or loss due to failure on the part of the property owner to properly maintain or repair the structure (in accordance with the definition of demolition by neglect herein), the building official shall issue a letter instructing that repairs be made.

(b) The owner of record of the subject property shall be notified according to the requirements of Section 5-116 that necessary stabilization repairs shall be commenced within forty-five (45) days and be completed within ninety (90) days. The building official must approve any repairs taking more than ninety (90) days to complete. The letter shall include the defects in the structure which must be remedied. If the owner objects to the decision of the building official he shall have the right to a hearing before the city's building board of appeals. The owner must make a request to the city for a hearing on the question of whether demolition by neglect in fact exists within ten (10) calendar days of receipt of the letter.

(c) In the event that the building official determines emergency measures must be taken, the owner, upon notice, will have two (2) weeks to complete these repairs. An owner cannot appeal this determination.

(d) The building official shall inspect the property and present his findings at the hearing. The property owner and any other interested parties may present their concerns at the hearing. If the board determines that demolition by neglect has occurred, then the appellant will be notified in writing within seven (7) days. Approval of the architectural review board is required for any changes that alter the exterior architectural appearance of the structure.

Penalties and remedies

Violations to this article can be handled as a misdemeanor or through the lien process. If the property owner fails to commence or complete the work as specified, the building official shall have the authority to issue a citation for a misdemeanor to the building owner. The issuance of a citation will not relieve an owner from making the mandated repairs. If repairs are still not commenced, the city may stabilize the structure. Repairs in excess of twenty-five thousand dollars ($25,000.00) must be approved by city council in accordance with the city's purchasing procedures. The city shall then place a lien against the property for the value of the resources so expended by the city, such lien will be filed with the register of deeds of Georgetown County and enforced in a manner as provided by law.

Stabilization specifications

Stabilization of the property should be designed to completely forestall any further deterioration of the property. Materials and finishes should be such that no replacement/reworking or only minimal replacement/reworking will be required at any such time in the future to when full rehabilitation may occur. However, the purpose of work specified under this section is to stabilize the structure rather than to render it habitable. Emergency measures may be implemented in certain situations or where implementation of permanent measures is not feasible for emergency situations or where implementation of permanent measures is not feasible for any reason.

APPENDIX G - FINANCIAL INCENTIVES FOR HISTORIC BUILDING REHABILITATION

Georgetown residents have the opportunity to take advantage of significant financial incentives to rehabilitate residential and commercial properties. Rehabilitation projects must follow guidelines set forth by the National Park Service. These guidelines, "The Secretary of the Interior's Standards for Rehabilitation" are principles intended to preserve a property's essential architectural character while at the same time allowing adaptive reuse. The standards set forth in this manual are written to be in compliance with those of the National Park Service.

In South Carolina, there are a number of tax incentives to help with the costs of preserving historic buildings. Both owner-occupied historic homes and historic buildings used to produce income -- stores, offices, apartment buildings, for example -- may be eligible for tax incentives. The South Carolina Historic Rehabilitation Incentives Act (Section 12-6-3535) benefits historic property owners financially, preserves historic buildings, and enhances or local communities and the quality of life in the state.

Owner-occupiedHistoricHomes

Taxpayers who rehabilitate their owner-occupied residence may be eligible to subtract 25% of the costs of many expensive repairs and renovations from their state income taxes. The homeowner must live in the building or a portion of the building that will be rehabilitated. It can be a house or another type of historic building, such as a school or store being rehabilitated as a primary residence. A historic outbuilding associated with the primary residence, such as a barn or a garage, can also be eligible for the credit. The credit does not apply to buildings or portions of buildings that are used in a trade or business or produce income. The building under rehabilitation must be one of the following:

- listed individually in the National Register of Historic Places,
- contributing to a listed National Register historic district,
- determined by the State Historic Preservation Office (SHPO) to be eligible for individual listing in the National Register, or
- an outbuilding that contributes to the significance of a property listed in the National Register.

For more information on qualifying expenses, see the South Carolina State Historic Preservation website at http://shpo.sc.gov/programs/tax/Pages/Homeowner.aspx.

FederalandStateHistoricRehabilitationTaxCredits

Federal Historic Rehabilitation Tax Credit: Owners and some lessees of historic buildings used to produce income may be eligible for a federal income tax credit equal to 20% of their rehabilitation costs under the Tax Reform Act of 1986.

State Historic Rehabilitation Tax Credit: In South Carolina, taxpayers who qualify for the 20% federal income tax credit may also qualify for a state income tax credit of 10% or 25% (not to exceed $1 million for each certified historic structure) of their rehabilitation costs under the South Carolina Historic Rehabilitation Incentives Act (Section 12-6-3535). The federal and state tax credits reduce the amount of income taxes owed. In general, a dollar of tax credit earned reduces the amount of income taxes owed by one dollar. Each tax situation is different, however, and we advise you to check with a tax specialist to determine how the credits would affect your tax liability.

To qualify for these tax credits, the building must be:

- listed individually in the National Register of Historic Places, or
- located within a National Register-listed historic district and certified by the National Park Service as contributing to the significance of the district.
- after rehabilitation, the building must remain within the same ownership and produce income for five years. Income-producing buildings are those used in a trade or business or held for the production of income.

For more information on qualifying expenses, see the South Carolina State Historic Preservation website at http://shpo.sc.gov/programs/tax/Pages/Income.aspx

SpecialPropertyTaxAssessmentsForRehabilitatedHistoricBuildings

State law (SC Code of Laws, as amended, Sections 4-9-195 and 5-21-140) allows Georgetown County and the City of Georgetown to offer special property tax assessments for rehabilitated historic property and low and moderate income rental property. Expenditure levels vary by local government and may require approval before work begins on the project. The rehabilitation work on the building must be approved 'as appropriate for the historic building and historic district in which it is located.' Approval is made by the 'reviewing authority.'

The City of Georgetown reviews rehabilitation work on historic properties, in accordance with South Carolina 1976 Code Section 4-9-195, and pertinent regulations. The City's Rehabilitated Historic Property Application forms are available with the City's Housing & Community Development Department. A separate application should be submitted for each historic building, unless they were functionally related during the historic period, in which case they can be submitted as a historic complex. The building must have received 'historic designation' from the local governing body (county or municipal government) for the purpose of the special assessment. Property is eligible for historic designation if:

- It is listed in the National Register of Historic Places; or
- It is at least 50 years old and designated historic by the local governing body based on local criteria for what is historic; or
- It is at least 50 years old and is located in a historic district designated by the governing body.

The application is available for download at http://cityofgeorgetownsc.com/download/Forms/Historic-Rehab-Tax-Incentive-Application.pdf

ConservationEasements

Conservation easements (also called preservation easements) are voluntary legal agreements that can be used to protect significant historic, archaeological, or cultural resources. If certain criteria are met, an owner who donates an easement may be eligible for tax benefits. The South Carolina Conservation Easement Act of provides a sound legal basis for the donation of conservation easements to preserve the historic, architectural, or archaeological aspects of properties. The law also makes the donation of easements more attractive by requiring the local tax assessor to consider the easement when assessing the value of the property.

In downtown commercial areas, a facade easement is a type of conservation easement designed to maintain the historic character of a building's facade. Under the terms of a facade easement, the building owner agrees not to make changes to the facade that would compromise the historic integrity of the building. A qualified nonprofit organization accepts conservation easements and holds them in trust. The restriction on development of the property tends to reduce its market value. Therefore, the owner receives a reduction in property tax, treating the easement as a charitable contribution.

For more information on conservation easements, see the South Carolina State Historic Preservation website http://shpo.sc.gov/programs/tax/Pages/Easements.aspx

APPENDIX H -
South Carolina Abandoned Buildings Revitalization Act

Abandoned buildings are safety hazards that cost cities and towns precious resources by using additional fire and police services, while decreasing area property values.

Definition of an abandoned building:
- at least 66 percent vacant for the past five years
- nonoperational for income-producing purposes
- may not be a single-family residence
- a building listed on the National Register when used solely for storage or warehousing
- investor using the tax credit may not be the owner at the time of the abandonment

Investment threshold to use tax credit:
- more than $250,000 investment within jurisdictions (cities or counties) with a population over 25,000
- more than $150,000 investment within jurisdictions (cities or counties) with a population between 25,000 and 1,000
- more than $75,000 investment within jurisdictions (cities or counties) in local with a population of less than 1,000

Type of tax credits available:
Income tax credit :
- investor files Notice of Intent to Rehabilitate with the Department of Revenue
- credit equals 25 percent of actual expenses but the credit may not exceed $500,000
- credit must be taken over five years beginning with the tax year the building is placed into service after rehabilitation
- taxpayer may not claim income tax credit in addition to the Textile Communities Revitalization Act or Retail Facilities Revitalization Act credits

Property tax credit:
- investor files Notice of Intent to Rehabilitate with city or county
- council must determine, by resolution, the eligibility of the project
- council must hold a public hearing and approve the project for the credit by ordinance
- at least 45 days before the public hearing the city or county must notify all affected taxing entities
- if the taxing entity does not file an objection by the date of the public hearing, then the local taxing entity consents to the tax credit
- credit equals 25 percent of actual expenses but the credit may not to exceed 75 percent of the real property taxes due on the building
- credit may be taken up to 8 years beginning with the tax year building is placed into service

Timeframe for implementation: sunsets in 2019; retroactive to January 1, 2013.

APPENDIX I - NATIONAL PARK SERVICE PRESERVATION BRIEFS

The National Park Service's **Preservation Tech Notes** provide practical information on traditional practices and innovative techniques for successfully maintaining and preserving cultural resources. The Tech notes are available at the National Park Service's page https://www.nps.gov//tps/how-to-preserve/tech-notes.htm.

The following Preservation Briefs are made available by the National Park Service. The links will take you to the National Park Service's website (http://www.nps.gov/hps/tps/briefs/presbhom.htm).

1. Assessing Cleaning and Water-Repellent Treatments for Historic Masonry Buildings
2. Repointing Mortar Joints in Historic Masonry Buildings
3. Improving Energy Efficiency in Historic Buildings
4. Roofing for Historic Buildings
5. Preservation of Historic Adobe Buildings
6. Dangers of Abrasive Cleaning to Historic Buildings
7. The Preservation of Historic Glazed Architectural Terra-Cotta
8. Aluminum and Vinyl Sidings on Historic Buildings: The Appropriateness of Substitute Materials for Resurfacing Historic Wood Frame Buildings
9. The Repair of Historic Wooden Windows
10. Exterior Paint Problems on Historic Woodwork
11. Rehabilitating Historic Storefronts
12. The Preservation of Historic Pigmented Structural Glass (Vitrolite and Carrara Glass)
13. The Repair and Thermal Upgrading of Historic Steel Windows
14. New Exterior Additions to Historic Buildings: Preservation Concerns
15. Preservation of Historic Concrete
16. The Use of Substitute Materials on Historic Buildings Exteriors
17. Architectural Character: Identifying the Visual Aspects of Historic Buildings as an Aid to Preserving Their Character
18. Rehabilitating Interiors in Historic Buildings: Identifying and Preserving Character-Defining Elements
19. The Repair and Replacement of Historic Wooden Shingle Roofs
20. The Preservation of Historic Barns
21. Repairing Historic Flat Plaster Walls and Ceilings
22. The Preservation and Repair of Historic Stucco
23. Preserving Historic Ornamental Plaster
24. Heating, Ventilating, and Cooling Historic Buildings: Problems and Recommended Approaches
25. The Preservation of Historic Signs
26. The Preservation and Repair of Historic Log Buildings
27. The Maintenance and Repair of Architectural Cast Iron

28. Painting Historic Interiors
29. The Repair, Replacement & Maintenance of Historic Slate Roofs
30. The Preservation and Repair of Historic Clay Tile Roofs
31. Mothballing Historic Buildings
32. Making Historic Properties Accessible
33. The Preservation and Repair of Historic Stained and Leaded Glass
34. Applied Decoration for Historic Interiors: Preserving Composition Ornament
35. Understanding Old Buildings: The Process of Architectural Investigation
36. Protecting Cultural Landscapes: Planning, Treatment and Management of Historic Landscapes
37. Appropriate Methods for Reducing Lead-Paint Hazards in Historic Housing
38. Removing Graffiti from Historic Masonry
39. Holding the Line: Controlling Unwanted Moisture in Historic Buildings
40. Preserving Historic Ceramic Tile Floors
41. The Seismic Retrofit of Historic Buildings: Keeping Preservation in the Forefront
42. The Maintenance, Repair and Replacement of Historic Cast Stone
43. The Preparation and Use of Historic Structure Reports
44. The Use of Awnings on Historic Buildings: Repair, Replacement and New Design
45. Preserving Historic Wood Porches
46. The Preservation and Reuse of Historic Gas Stations
47. Maintaining the Exterior of Small and Medium Size Historic Buildings

APPENDIX J - DESIGN STANDARDS FOR SIGNS

BACKGROUND

Signs are located in the commercial district along Front Street and in the adjacent residential blocks. Commercial buildings traditionally had a variety of sign designs and placement, allowing for wide flexibility for their use along Front Street. During the nineteenth century, a great number of signs commonly dominated the landscape of commercial areas. Signs were displayed in every possible area and manner—in windows, over doors, painted on exterior walls, and hanging over or even across the street. One of the more common places to mount signs was above the first story, and around 1900 it became popular to paint signs directly on the inside of display windows in gold leaf. Neon signs first became available in America in the 1920s and became very popular during the mid-twentieth century, particularly for restaurants and movie theaters.

Near Front Street are several blocks of residential buildings which have been converted to office or commercial use. Historically, these dwellings would not have had signs or only small signs for home offices. With their new uses, these former dwellings now contain businesses or offices requiring identification through signage.

POLICY AND JUSTIFICATION

Signs are reviewed and approved by City Staff and are not reviewed by the ARB. Few historic signs remain extant along Front Street but these should be retained and preserved as long as possible. New signs must follow the regulations in the city's Sign Ordinance "Article X—Sign Regulations." (See http://cityofgeorgetownsc.com/housing-and-community-development/zoning-ordinance/.) These regulations outline in detail the number, type, and placement of signs allowable along Front Street which is within the "Core Commercial Zoning District." In addition to these regulations, new signs should be in keeping with the historic contexts of the building and commercial area.

The installation of signs on what were originally dwellings is appropriate as long as they follow the guidelines of Georgetown's Sign Ordinance and are of correct proportions and materials. Signs may be added in front yards or at locations on the porch or face of the building.

STAFF APPROVAL STANDARDS

- Signs must be of approvable materials and meet the requirements set forth in Georgetown's Zoning Ordinance, Article X. Sandblasted signs are not approvable.

- Signs shall not obscure historic building features such as cornices, transoms, windows, and decorative building elements.

- Signs may be illuminated by incandescent bulbs or surface lighting fixtures. Neon signs and internally illuminated signs are not appropriate, except as permitted by the City's Sign Ordinance.

- New signs should be attached to a building to avoid damage to historic materials. Sign hardware should be anchored into mortar joints and not into brick or other masonry.

- Retain historic signs whenever possible, particularly where they have a historic association with the community or the building.

- Murals painted on the front facades of buildings are not appropriate and will not be approved. Murals on side or rear elevations will not be approved if the masonry or other original surface has never been painted.

- Right-angle signs are discouraged. If a building has no appropriate place to attach signage, a right-angle sign will be considered.

This illustration shows traditional sign locations for historic commercial buildings. The illustration depicts all potential location, though only a limited number of signs on any one building is appropriate.

The commercial building at 707 Front Street has a wall, window and projecting sign to advertise the business.

The commercial district displays a variety of appropriate designs for business signs, top left, a wall sign at 714 Front Street; middle left, a hanging sign at 816 Front Street; bottom left, a window sign at 816 Front Street. Projecting or "blade signs" are numerous and include those from top to bottom at right, 117 Screven Street, 627 Front Street and 707 Front Street.

Awnings are also often used for signage on commercial buildings(703 Front Street).

Free-standing signs and walls signs are appropriate designs at former dwellings with business occupants. At left: 716 Prince Street; At right: 511 Prince Street.

APPENDIX K - DESIGN STANDARDS FOR ENERGY RETROFITS

BACKGROUND

Property owners are often concerned with energy conservation and improving overall energy efficiency. It is important that such concerns be addressed in ways that do not compromise the character of the buildings, the sites or the district as a whole. In the Georgetown Historic District there is demonstrated energy efficiency that is testimony to the wisdom of an earlier era. Traditionally, commercial building design incorporated features such as awnings and transoms to deal with temperature and ventilation. Residential buildings were constructed with wide eaves, large floor-to-ceiling heights, transoms and other methods for natural heating and cooling. Taking advantage of energy-efficient historic assets and responsibly retrofitting historic buildings can maximize their potential for energy conservation.

RECOMMENDATIONS

- Retain and preserve the historic energy-conserving features and materials that contribute to the overall character of a building or site, including projecting front canopies, shutters, operable windows and transoms.

- Protect and maintain historic energy-conserving features and materials using methods and treatments according to appropriate guidelines (i.e., wood, metal, etc.)

- Repair historic energy-conserving features and materials using methods and treatments according to appropriate guidelines (i.e., wood, metal, etc.)

- Replace missing historic energy-conserving features only if deteriorated beyond repair, in kind.

- Increase the thermal efficiency of historic buildings through appropriate, traditional practices, including the installation of weatherstripping and caulking, storm windows and doors, insulation in attics, floors, and walls, and, if appropriate, awnings and operable shutters.

- Install new energy upgrades in areas and spaces that will require the least amount of alteration to the building exterior, historic building fabric and site features. Screen them from view.

- Install narrow-profile exterior storm windows, if desired, so that they do not damage or obscure the window sash or frame. Select operable storm windows with meeting rails that align with the existing division of double-hung windows. Select storm windows with a painted or baked-enamel finish in a color compatible with the window sash color. It is not appropriate to install storm windows with a bare metal finish.

- Property owners may consider the installation of solar panels on roofs. Solar panels may be appropriate as long as they are not readily visible from the public right-of-way.

- Property owners may consider the use of reflective roofing surfaces to increase energy efficiency in warmer months. Most commercial buildings have flat roofs and this retrofit would not be visible.

- Install fabric awnings over storefront, window, and door openings, if desired and where historically appropriate, so that historic features are not damaged or obscured.

- Property owners may consider the installation of geothermal heating and cooling systems. Installation of such a system, involving drilling of holes in the ground, does not effect the exterior of a building and offers significant energy savings.

At left is an example of inappropriate mounting of solar panels on the front roofline of a dwelling due to its visibility from the street. At right are solar panels appropriately mounted on a rear roof line.

A cost-effective approach for commercial buildings on Front Street is the addition of solar panels on the roof (left) and/or the addition of roof coatings which reflect solar heat as opposed to dark roofs which absorb it (right).

APPENDIX L -
Maintenance Recommendations

MATERIALS

1. Prevent water from making contact with exterior wood siding. Of particular importance is keeping all gutters and downspouts in good repair to keep water from infiltrating the wood surface.
2. All exposed wood should be kept painted, stained or treated with preservatives.
3. Repairs for wood siding such as cracks can be made through the use of waterproof glue. Large cracks may be filled with caulk followed by putty. The surface should then be sanded, allowed to dry, and painted.
4. Where exterior siding has to be replaced the use of siding to match in dimension, size and profile is recommended.
5. Use paints consistent (oil or latex) with the existing paint surface for exterior siding.
6. Keep exterior brick clean of mildew, efflorescence and dirt. Also keep exterior brick clean of vines, ivy, and other plant materials. Washing with detergents and water are best for exterior masonry and mortar. Sandblasting, water-blasting and other abrasive cleaning methods are detrimental to historic buildings and should not be used.
7. Re-pointing of historic mortar should be with a mortar which matches the original in appearance and composition. Most mortar from before 1900 was composed of lime and sand and a mortar with similar content should be applied. The use of Portland cement is not appropriate due to the hardness of the mortar versus the softness of the brick.
8. Most silicone based or waterproof coatings have limited effectiveness and may actually add to moisture problems by not allowing the brick to breathe. The use of these products is not appropriate.

ROOFS, CORNICES, CHIMNEYS

1. Check the roof regularly for leaks, deterioration of flashing, and worn roof surfaces such as rolled or asphalt shingles. An inspection of the upper floor or attic space during or following a rainstorm can also assist in detection of water related problems.
2. Know what metals are used in the cornice or roof flashing and use only similar metals during replacement or repair. Different metals should not touch each other or a galvanic reaction may occur leading to corrosion.
3. Metal roofs and cornices should be kept painted to prevent rust and deterioration. Appropriate paints include those with an iron oxide oil base. Asphalt based paints and aluminum paints should not be used on historic metals as they could accelerate the rusting process.
4. Chimneys should be regularly checked for cracking, leaning, spalling, and infestation by birds and insects. The use of chimney caps over chimneys or flue openings is recommended to keep out moisture. Refer to the chimney section – only certain types of caps and colors are acceptable.

PORCHES AND EXTERIOR ORNAMENTATION

1. Keep all porch and trim elements painted.

GUTTERS AND DOWNSPOUTS

1. Keep gutters and downspouts in good repair. Make sure they are properly connected, are clean of leaves and other debris, and channel water effectively away from the building. Seal all cracks in downspouts with silicone caulk or sealants.
2. Deteriorated gutters and downspouts should be replaced with new gutters and downspouts. Half-round gutters and round downspouts are preferable to corrugated designs.

FOUNDATIONS

1. All water should drain away from a building and should not enter the foundation.
2. Trees, shrubs, and other plants should be kept well away from the foundation to prevent damage from moisture and root movement. Typically a minimum distance of 2' between the plantings and the foundation wall is recommended.
3. The use of splash blocks (slanted trays placed at the bottom of a downspouts to drain water away from the foundation) is recommended.

ENTRANCES

1. Doors, transoms, and sidelights should be kept clean.
2. Original locks and hardware should be kept oiled and in good repair. If original hardware is missing or is deteriorated, the use of reproduction locks and hardware suitable for the building is recommended.
3. Doors with a stained wood finish should be kept varnished; painting over the wood finish is not recommended.

WINDOWS

1. Windows should be kept clean and free of dirt and grime. Wood sash surfaces should be painted regularly.
2. Windows should be kept caulked and sealed to aid in energy conservation.
3. Shutters should be kept painted and in good repair.

AWNINGS

1. Fabric awnings should be washed periodically and kept in good repair.
2. Awning hardware should be regularly checked for rust or loose mechanisms.
3. Awnings which become torn or otherwise deteriorated should be replaced.

SIGNS

1. Abandoned signs and sign hardware should be removed from buildings, unless historic.
2. Signs should be kept painted, and mounting bolts should be checked periodically to make sure they are secure.
3. Light fixtures, conduits, and wiring for signs should be inspected and replaced when necessary.

APPENDIX M -
Glossary of Terms

Adaptive Re-Use Recycling an old building for a use other than that for which it was originally intended when constructed. Adaptive re-use may involve a sympathetic rehabilitation that retains much of the building's original fabric or character, or it can involve a more extensive remodeling.

Addition New construction added to an existing building or structure.

Alignment The linear relationship of structure creating a visual line and a sense of continuity along a streetscape.

Alteration Work which impacts any exterior architectural feature including construction, reconstruction, or removal of any building or building element.

Aluminum siding Sheet of exterior wall covering fabricated from aluminum to resemble wood siding.

American bond A brickwork pattern where most courses are laid flat, with the long "stretcher" edge exposed, but every fifth to eighth course is laid perpendicularly with the small "header" end exposes, to structurally tie the wall together.

Appropriate Suitable to or compatible with what exists. Proposed work on historic properties is evaluated for "appropriateness" during the design review process.

Apron A decorative, horizontal trim piece on the lower portion of an architectural element.

Arch A curved construction of wedge-shaped stones or bricks which spans an opening and supports the weight above it. (see flat arch, jack arch, segmental arch and semicircular arch)

Architectural Conservation The method of maintaining and/or repairing the materials of a building or structure to lessen or reverse the physical deterioration such as cleaning, repointing masonry joints and reattaching any loose elements.

Architectural Review Board An appointed body that reviews alterations to existing buildings and structures or new construction in a historic district for conformance to established design guidelines.

Architectural Style Showing the influence of shapes, materials, detailing or other features associated with a particular architectural style.

Architrave The lowest of three main sections of a classical entablature resting directly on the capital of a column.

Asbestos Shingle Shingles composed of cement reinforced with asbestos fibers, manufactured in various sizes and shapes.

Asbestos Slate An artificial roofing slate manufactured with asbestos-reinforced cement.

Ashlar Finished stonework or quarried block often used in the foundation. Ashlar has a smooth or tooled finish.

Asphalt Shingles Shingles manufactured from saturated roofing felt that is coated with asphalt, with mineral granules on the side that is exposed to the weather.

Asymmetrical Not symmetrical, with the parts not arranged correspondingly identical on both sides of a central axis.

Attic The upper level of a building, not of full ceiling height, directly beneath the roof.

Awning A roof-like cover of canvas or other lightweight material that extends over a doorway or windows to provide protection from the sun and rain.

Ballast Stones Stones carried by ocean-going vessels for weight. Ships would unload ballast stones in port in exchange for heavy cargoes. Ballast stones were often used locally in port towns to build walls and foundations.

Baluster One of a series of short, vertical, often vase-shaped members used to support a stair or porch handrail, forming a balustrade.

Balustrade An entire rail system with top rail and balusters.

Bargeboard A board which hangs from the projecting end of a gable roof, covering the end rafters, and often sawn into a decorative pattern.

Bay The portion of a facade between columns or piers providing regular divisions and usually marked by windows.

Bay window A projecting window that forms an extension to the floor space of the internal rooms; usually extends to the ground level.

Belt course A horizontal band usually marking the floor levels on the exterior facade of a building.

Board and batten Siding fashioned of boards set vertically and covered where their edges join by narrow strips called battens.

Bond A term used to describe the various patterns in which brick (or stone) is laid, such as "common bond' or "Flemish bond."

Bracket A projecting element of wood, stone or metal which spans between horizontal and vertical surfaces (eaves, shelves, overhangs) as decorative support.

Building Type A definition based on floor plan, height, and sometimes roof shape of a house, having nothing to do with architectural style. Most houses that can be identified as a particular house type are of vernacular design meaning that their designs are based on regional tradition and utilize regional materials.

Bulkhead The structural panels just below display windows on storefronts. Bulkheads can be both supportive and decorative in design. 19th century bulkheads are often of wood construction with rectangular raised panels. 20th century bulkheads may be of wood, brick, tile, or marble construction.

Bungalow Common house form of the early twentieth century distinguished by horizontal emphasis, wide eaves, large porches and multi-light doors and windows.

Capital The head of a column or pilaster.

Casement window A window with one or two sashes which are hinged at the sides and usually open outward.

Casing The finished visible framework around a door or window.

Caulking A soft material compound used to seal joints and cracks, prevent leakage, provide water-proofing, or provide a seal at expansion joints.

Certificate of Appropriateness A document giving approval to work proposed by the owner of a property located within a locally-designated historic district or designated as a local landmark. Specific conditions, set forth by the ARB and to be followed during the project, may be specified in the document. Possession of a Certificate of Appropriateness does not remove any responsibility on the part of the property owner to acquire a building permit prior to beginning the project.

Certified Local Government Any city, county, parish, township, municipality, or borough or any other general purpose subdivision enacted by the National Preservation Act Amendments of 1980 to further delegate responsibilities and funding to the local level.

Chamfer The grooved surface made when an edge or corner is beveled or cut away, usually at a 45-degree angle.

Character Those individual qualities of buildings, sites and districts that differentiate and distinguish them from other buildings, sites and districts.

Cladding Any exterior wall covering, including masonry.

Clapboards Horizontal wooden boards, thinner at the top edge, which are overlapped to provide a weather-proof exterior wall surface.

Classical order Derived from Greek and Roman architecture, a column with its base, shaft, capital and entablature having standardized details and proportions, according to one of the five canonized modes: Doric, Tuscan, Ionic, Corinthian, or Composite.

Clipped gable A gable roof where the ends of the ridge are terminated in a small, diagonal roof surface.

Colonial Revival House style of the early twentieth century based on interpretations of architectural forms of the American colonies prior to the Revolution.

Column A circular or square vertical structural member.

Commercial Building Type A definition based on the composition of a commercial building's primary facade. Most commercial facades are divided into major divisions or elements that are used to define the building type.

Compatible Not detracting from surrounding elements, buildings, sites or structures; appropriate given what already exists.

Complex Roof A roof that is a combination of gable and hip forms and may include turrets and towers. Most commonly found on Queen Anne-style houses.

Component An individual part of a building, site or district.

Contemporary Of the current period; modern.

Contributing Contributes to the architectural or historic significance of a historic district. (A "contributing building" in a historic district is one that may be of limited individual significance but nevertheless functions as an important component of the district.)

Context The setting in which a historic element or building exists.

Coping The capping member of a wall or parapet.

Corbel In masonry, a projection, or one of a series of projections, each stepped progressively farther forward with height and articulating a cornice or supporting an overhanging member.

Corinthian order Most ornate classical order characterized by a capital with ornamental acanthus leaves and curled fern shoots.

Corner Board A narrow vertical board placed n corners of buildings to terminate the wooden clapboards.

Cornice The uppermost, projecting part of an entablature, or feature resembling it. Any projecting ornamental molding along the top of a wall, building, etc.

Course A horizontal row of bricks, stones, or other masonry units.

Cresting A decorated ornamental finish along the top of a wall or roof, often made of ornamental metal.

Cross-gable A secondary gable roof which meets the primary roof at right angles.

Demolition Any act or process that destroys a structure in part or in whole.

Deck A roof-less porch, usually located at the rear of a building.

Demolition by Neglect The result of a prolonged lack of significant maintenance; the preventable demise of a historic building due to deliberate lack of maintenance.

Dentils A row of small tooth-like blocks in a classical cornice.

Doric order A classical order with simple, unadorned capitals, and with no base.

Dormer A structure projecting from a sloping roof, most commonly housing a vertical window with its own roof; may also contain a ventilating louver.

Dormer window A window that projects from a roof.

Double-hung window A window with two sashes, one sliding vertically over the other.

Eave The edge of a roof that projects beyond the face of a wall.

Easement An amendment to the deed of a piece of property granting rights to others to use the property in a specified manner; might include restrictions for use or development on the property.

Element An individual defining feature of a building, structure, site or district.

Elevation Any of the external faces of a building.

Ell The rear wing of a house, generally one room wide and running perpendicular to the principal building.

Engaged column A round column attached to a wall.

Entablature A part of a building of classical order resting on the column capital; consists of an architrave, frieze, and cornice.

Facade The face or front elevation of a building.

Fanlight A semi-circular window usually over a door with radiating muntins suggesting a fan.

Fascia A projecting flat horizontal member or molding; forms the trim of a flat roof or a pitched roof; also part of a classical entablature.

Fence A structural barrier consisting of wood, iron, or other materials used to define, separate, or enclose areas such as yards, gardens, fields, and cemeteries.

Fenestration The arrangement of windows on a building.

Finial A projecting decorative element, usually of metal, at the top of a roof turret or gable.

Fishscale shingles A decorative pattern of wall shingles composed of staggered horizontal rows of wooden shingles with half-round ends.

Flashing Thin metal sheets used to prevent moisture infiltration at joints of roof planes and between the roof and vertical surfaces.

Flat arch An arch whose wedge-shaped stones or bricks are set in a straight line; also called a jack arch.

Flemish bond A brick-work pattern where the long "stretcher" edge of the brick is alternated with the small "header" end for decorative as well as structural effectiveness.

Fluting Shallow, concave grooves running vertically on the shaft of a column, pilaster, or other surface.

Footprint The outline of a building's ground plan from an overhead view; a projected area of a building on a horizontal surface.

Foundation The lowest exposed portion of the building wall, which supports the structure above.

Frame Construction A building constructed with wood frame rather than masonry.

Frieze The middle portion of a classical cornice; also applied decorative elements on an entablature or parapet wall.

Front-gabled Describes a building with a gable end on its façade.

Gable The triangular section of a wall to carry a pitched roof.

Gable roof A pitched roof with one downward slope on either side of a central, horizontal ridge.

Gambrel roof A ridged roof with two slopes on either side.

Garage A building attached or detached where the motor vehicle is kept.

Gazebo A small structure that is usually octagonal in plan with a steeply pitched roof that is topped by a finial. The sides of the structure are usually left open. It is usually found in a garden or yard.

Ghosts Outlines or profiles of missing buildings or building details. These outlines may be visible through stains, paint, weathering, or other residue on a building's facade.

Gingerbread The highly decorative woodwork applied to Victorian-style houses such as a Queen Anne.

Green Space Space that is planted with grass, plants, shrubs, or trees. Sometimes, this land is set aside and cannot be built on.

Half-timbering A framework of heavy timbers in which the interstices are filled with plaster or brick.

Header A brick laid with the short side exposed, as opposed to a "stretcher."

High Style A completely authentic or academically correct interpretation of an architectural style; a "textbook" example of one particular style and not a composition of several different styles.

Historic District A geographically definable area designated as possessing a concentration, linkage, or continuity of sites, buildings, structures, or objects of historic, archaeological, architectural or aesthetic value.

Historic Site A site worthy of protection or preservation, designated as historic for its historic, archaeological or aesthetic value.

Historic Structure A structure worthy of preservation, designated as historic for its historic, archaeological, architectural or aesthetic value.

Hipped roof A roof with uniform slopes on all sides.

Hood molding A projecting molding above an arch, doorway, or window, originally designed to direct water away from the opening; also called a drip mold.

Infill New construction where there had been an opening before, such as a new building between two older structures; or block infill between porch piers or in an original window opening.

In-kind Denotes a replacement element that replicates a deteriorated or missing element.

Integrity Authenticity of a property's historic identity, evidence by the survival of physical characteristics that existed during a property's historic period.

Ionic order One of the five classical orders used to describe decorative scroll capitals

Jack arch (see Flat arch)

Keystone The wedge-shaped top or center member of an arch.

Knee brace An oversize bracket supporting a cantilevered or projecting element.

Landmark A building, structure, object or site worthy of preservation, designated as historic for its historic, archaeological, architectural or aesthetic value.

Lattice An openwork grill of interlacing wood strips used as screening.

Light A section of window; a single pane of glass.

Lintel The horizontal top member of a window, door, or other opening.

Louver A small opening, usually with wood slats, used for ventilating attics or other spaces.

Maintenance Routine care for a building, structure or site that does not involve design alterations.

Mansard roof A roof with a double slope on all four sides, with the lower slope being almost vertical and the upper almost horizontal.

Masonry Exterior wall construction of brick, stone or adobe laid up in small units.

Massing The three-dimensional form of a building.

Materials The quality of integrity applying to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic property.

Metal standing seam roof A roof composes of overlapping sections of metal such as copper-bearing steel or iron coated with a terne alloy of lead and tin. These roofs were attached or crimped together in various raised seams for which the roof are named.

Modillion A horizontal bracket, often in the form of a plain block, ornamenting, or sometimes supporting, the underside of a cornice.

Mortar A mixture of sand, lime, cement, and water used as a binding agent in masonry construction.

Mothballing When all means of finding a productive use for a historic building have been exhausted or when funds are not currently available to put a deteriorating structure into a useable condition, it may be necessary to close up the building temporarily to protect it from the weather as well as to secure it from vandalism.

Mullion A heavy vertical divider between windows or doors.

Multi-light window A window sash composed of more than one pane of glass.

Muntin A secondary framing member to divide and hold the panes of glass in multi-light window or glazed door.

National Park Service A bureau of the U.S. Department of the Interior whose purview includes the historic and cultural resource in the National Park system and the National Historic Preservation Programs.

National Register of Historic Places The official federal list of districts, sites, buildings, structures, and objects significant to American history, architecture, archaeology, engineering, and culture.

Neglect The failure to care for a property in such a manner as to prevent its deterioration. Neglect is often not intentional, but may lead to very serious deterioration of materials and even structural systems.

Neo-classical style Early twentieth-century style which combines features of ancient, Renaissance, and Colonial architecture; characterized by imposing buildings with large columned porches.

New Construction The construction of a new element, building, structure or landscape component; new construction involves the introduction of designs not original to the building, structure or site.

Noncontributing Does not contribute to the architectural or historic significance of a historic district. (Some noncontributing resources are not yet fifty years of age, and therefore do not meet the age requirement for contributing resources. Other noncontributing resources may be historic but have lost their architectural integrity due to extensive changes or alterations.)

Oriel window A bay window which emerges above the ground floor level.

Ornamentation Any accessory or detail used to adorn, decorate, or embellish the appearance of an object.

Overhang The horizontal distance that the upper level/story or roof projects beyond the level immediately below.

Paired brackets Two brackets spaced close together to form a pair.

Paired columns Two columns supported by one pier, as on a porch.

Palladian window A window with three openings, the central one arched and wider than the flanking ones.

Panelled door A door composed of solid panels (either raised or recessed) held within a framework of rails and stiles.

Parapet A low horizontal wall at the edge of a roof.

Patio An outdoor area, usually paved and shaded, adjoining or enclosed by walls of a house.

Pattern The rhythm of architectural elements in a space.

Pediment A triangular crowning element forming the gable of a roof; any similar triangular element used over windows, doors, etc.

Pergola An outdoor structure with an open wooden-framed roof, often latticed, supported by regularly spaced supports or columns.

Pier A vertical structural element, square or rectangular in cross-section.

Pilaster A square pillar attached, but projecting from a wall, resembling a classical column.

Pitch The degree of the slope of a roof.

Pointing or "Tuck pointing" The process of scraping out failing mortar between bricks back to the stable point and re-troweling new mortar that matches the makeup, color, and mixture of the original mortar.

Porch A roofed entrance.

Porte-Cochere A large covered entrance porch through which a vehicle can drive or park. An exterior structure usually used to shelter a driveway area in front or on the side of a building.

Portico A roofed space, open or partly enclosed, forming the entrance and centerpiece of the facade of a building, often with columns and a pediment.

Portland cement A strong, inflexible hydraulic cement used to bind mortar. Mortar or patching materials with a high Portland cement content should not be used on old buildings. The Portland cement is harder than the masonry, thereby causing serious damage over annual freeze-thaw cycles.)

Preservation The act of maintaining the form, details, character, and integrity of a building as it presently exists. Preservation stops deterioration and stabilizes the structure, but does not involve reconstruction to any significant degree.

Pressed tin Decorative and functional metalwork made of molded tin used to sheath roofs, bays, and cornices.

Proportion The relationship between buildings or elements of a building. For example, the combination of elements in one building is said to be proportionate if they are of like size or dimension to those of an adjacent or neighboring building.

Pyramidal roof A roof with four identical sides rising to a central peak.

Queen Anne style Popular late nineteenth century revival style of early eighteenth century English architecture, characterized by irregularity of plan and massing and a variety of texture.

Quoins A series of stone, bricks, or wood panels ornamenting the outside of a wall.

Recess Receding parts or space, such as a cavity in a wall for a door, an alcove, or niche.

Reconstruction The accurate recreation of a vanished or irreplaceably damaged structure, or part thereof; the new construction recreates the building's exact form and detail as they appeared at some point in history.

Rehabilitation The act of returning a building to usable condition through repair, alteration, and/ or preservation of its features.

Relocation The process of moving a building or structure to a new location.

Remodel To alter a building in a way that may or may not be sensitive to the preservation of its significant architectural forms and features.

Renovation The process of repairing and changing an existing building for modern use to make it functionally equivalent to a new building.

Repair Any minor change to a property that is not construction, removal, demolition or alteration and that does not change exterior architectural appearance.

Restoration The process of accurately taking a building's appearance back to a specific period of time by removing later work and by replacing missing earlier features to match the original.

Retaining Wall A brace of free-standing wall that bears against an earthen backing.

Retro-fit The process of installing new mechanical, fire protection, and electrical systems or equipment in an existing building.

Return The continuation of a molding from one surface onto an adjacent surface.

Ridge The top horizontal member of a roof where the sloping surfaces meet.

Risk Assessment An environmental survey of an existing building to determine the extent of hazardous materials that may be present, such as lead paint or asbestos.

Rusticated Roughening of stonework of concrete blocks to give greater articulation to each block.

Sand-blasting An abrasive method of cleaning brick, masonry, or wood by directing high-powered jets of sand against the surface.

Sash The moveable framework containing the glass in a window. **Scale**

The proportions of a building in relation to its surroundings. **Segmental**

arch An arch whose profile or radius is less than a semicircle.

Semi-circular arch An arch whose profile or radius is a half-circle the diameter of which equals the opening width.

Sense of Place The general feelings of locality.

Setback The distance a building is located from the street or sidewalk; the distance between a building and the property line.

Setting The immediate physical environment of a building, structure, site or district.

Sheathing An exterior covering of boards of other surface applied to the frame of the structure. (see Siding)

Shed roof A gently-pitched, almost flat roof with only one slope.

Shutter One of a pair of movable panels used at window openings to provide privacy and protection when closed over the window; also used as a decorative element.

Sidelight A vertical area of fixed glass on either side of a door or window.

Siding The exterior wall covering or sheathing of a structure.

Significant Possessing importance to a particular building, structure, site or district; essential to maintaining the full integrity of a particular building, structure, site or district.

Sill The bottom crosspiece of a window frame.

Site A place or plot of land where an event occurred or where some object was or is located.

Soffit The exposed underside surface of entablature, archways, balconies, beams, lintels, or columns.

Spall In stone, to flake or split away though frost action or pressure.

Spindles Slender, elaborately turned wood dowels or rods often used in screens and porch trim.

Stabilization The essential maintenance of a deteriorated building as it exists at present, establishing structural stability and a weather-resistant enclosure.

Street Furniture Accessories including benches, garage receptacles, fountains, bicycle racks, fire hydrants, and street lighting found in public spaces.

Streetscape The general appearance and configuration of the many buildings which define the street.

Stretcher bond A brickwork pattern where courses are laid flat with the long "stretcher" edge exposed.

String Course A projecting band of masonry running horizontally around the exterior of a building; also known as a “belt course.”

Structure Anything constructed or erected which has, or the use of which requires, permanent or temporary location on or in the ground, or which is attached to something having a permanent location on the ground, including, but not limited to, the following: buildings, gazebos, signs, billboards, tennis courts, radio and television antennae and satellite dishes (including supporting towers), swimming pools, light fixtures, walls, fences and steps.

Stucco An exterior fine plaster finish consisting of a mixture of Portland cement, sand, lime, and water; usually textured.

Style A given type of architecture made of specific character-defining elements.

Surround An encircling border or decorative frame, usually at windows or doors.

Swag Carved ornament on the form of a cloth draped over supports, or in the form of a garland of fruits and flowers.

Symmetry The exact correspondence of forms of similar size and arrangement of parts, intermediate or opposite sides of a dividing line or plane.

Transom A horizontal opening (or bar) over a door or window. (see Overlight)

Trim The decorative framing of openings and other features on a facade.

Turret A small slender tower.

Veranda A covered porch or balcony on a building's exterior.

Vergeboard The vertical face board following and set under the roof edge of a gable, sometimes decorated by carving.

Vernacular A regional form or adaptation of an architectural style and utilizing regional materials.

Wall dormer Dormer created by the upward extension of a wall and a breaking of the roofline.

Water table A projecting horizontal ledge, intended to prevent water from running down the face of a wall's lower section.

Weatherboard Wood siding consisting of overlapping boards usually thicker at one edge than the other.

Weatherstrip A piece of wood, metal, or other material installed around a door or window opening to prevent air infiltration and moisture penetration.

Wrought Iron Decorated iron that is hammered or forged into shape by hand, as opposed to cast iron, which is formed by a mold.

Zoning Areas divided into geographic zones with different mixtures of allowable use, size, siting and form of real estate property. Zoning is typically applied in conjunction with a zoning code or review of permit application for development and variance.

For additional terms, see https://en.wikipedia.org/wiki/Glossary of architecture.

APPENDIX N
Sources of Information

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